

**MINUTES
PLACENTIA LIBRARY DISTRICT
UNUSUAL MEETING OF THE BOARD OF TRUSTEES
September 29, 2008**

CALL TO ORDER President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on September 29, 2008 at 6:30 P.M.

ROLL CALL **Members Present:** President Al Shkoler, Secretary DeVecchio, Trustees Betty Escobosa, Jean Turner and Gaeten Wood, and Library Director Jeanette Contreras.

Members Absent: None

Managers Absent: Administrative Services Manager Wendy Goodson & Public Services Manager Jim Roberts

Others Present Placentia City Manager Troy Butzlaff, Placentia Library History Room Volunteers; Pat Irot, Marie Schmidt, Pat Jertberg, Jeanette Gardner, and Library staff, Gary Bell, Larry Cummings and Alexander Hernandez.

ADOPTION OF AGENDA It was moved by Secretary DeVecchio and seconded by Trustee Wood to adopt the agenda as presented.

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

ORAL COMMUNICATIONS Placentia Library History Room Volunteer, Pat Irot, shared with the Board that the History Room group is providing local schools with historical photos of prominent Placentia figures. The Board was also provided a brochure of the History Room's past, present and future and requested to provide feedback regarding the information in the brochure.

CITY MANAGER - INTRODUCTION City Manager, Troy Butzlaff, discussed his public sector background, potential partnerships with different services between the City and the Library, and potential revenue sources.

FRIENDS FOUNDATION REPORT Trustee Turner attended the September 8, 2008 PLFF Board Meeting. The PLFF awarded a \$700 grant for expenses for the Library Grand Re-Opening and approved to establish a \$500 scholarship program. Also, Roger's Business Services, Placentia, is donating administrative services to maintain PLFF bookkeeping duties.

TRUSTEE REPORTS President Shkoler reported that he attended the California Special District Association Annual Conference in Irvine from September 22-25, 2008. He represented the Library District in receiving the Special District Risk Management Authority Earl F. Sayre Excellence in Safety Award 2008. He also thanked the library staff for their commitment and hard work to prepare for the Library's Re-opening of September 22, 2008.

Trustee Wood reported she attended the California Special District Association Annual Conference in Irvine from September 22-25, 2008.

Trustee Turner reported she attended the California Special District Association Annual Conference in Irvine from September 22-25, 2008.

Trustee Escobosa reported she attended the California Special District Association Annual Conference in Irvine from September 22-25, 2008.

**CONSENT
CALENDAR**

It was moved by Trustee Wood and seconded by Trustee Escobosa approve Agenda Items 8-28:

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

Minutes of the August 18, 2008 Regular Meeting, Special Meeting of the August 21, 2008, and Emergency Meeting of September 18, 2008.

Claims forwarded by the Library Director and Trustees.

Current Claims and Payroll.

FY2007-2008 Cash Flow Analysis through August 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 for August 2008

Office General Ledger & Check Registers for August 2008

Acquisitions Report for August 2008

Entrepreneurial Report for August 2008

Collection Agency Report for August 2008

Gifts Report for August 2008

Building Maintenance for August 2008

Personnel Report for August 2008

Volunteer Report for August 2008

Circulation Report for August 2008

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

STAFF REPORTS

Director's Report for August 2008

Program Committee Report for August 2008

Children's Services Report for August 2008

Placentia Library Literacy Services Report for August 2008

Reference and Adult Services Report for August 2008

Placentia Library Web & Technology Report for August 2008

RESTRUCTURE OF ORGANIZATION

This item is deferred to the Special Meeting of October 15, 2008.

PASSPORT SERVICES CHANGES IN HOURS

It was moved by Trustee Turner and seconded by Secretary DeVecchio to reduce Passport Service hours as proposed effective November 1, 2008:

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

NOTARY SERVICES DISCONTINUATION

It was moved by Secretary DeVecchio and seconded by Trustee Escobosa to discontinue Notary Services as proposed effective November 1, 2008:

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

LIBRARY SERVICES CONSULTANT

It was moved by Trustee Wood and seconded by Secretary DeVecchio to approve Joanne Hardy as an temporary non-benefited employee:

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

**LIBRARY SPACE
UTILIZATION**

It was moved by Trustee Escobosa and seconded by Trustee Wood to approve a designated area for a teen room:

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

It was moved by Secretary DeVecchio and seconded by Trustee Wood to approve a designated area for the Circulation Library Assistant:

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

**DISTRICT POLICY
2040 - SICK LEAVE
INCENTIVE**

The Board has requested that this item be brought back to the December Board Meeting.

**EMPLOYEE OF THE
QUARTER
PROGRAM**

It was moved by Secretary DeVecchio and seconded by Trustee Wood to implement an Employee of the Quarter Program:

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

**DISTRICT
CELLULAR PHONE
PLAN**

It was moved by Trustee Turner and seconded by Trustee Wood to discontinue the District Cellular Phone Plan:

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

**AGENDA
PREPARATION**


Agenda Preparation for the October Unusual Meeting will be held on Wednesday, October 22, 2008 at 6:30 P.M.

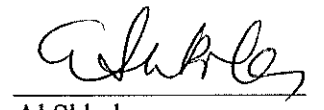
ADJOURNMENT

The Unusual Meeting of the Board of Trustees of the Placentia Library District for September 29, 2008 adjourned at 7:25 P.M.

NEXT MEETING

October Unusual Meeting will be held on Wednesday, October 22, 2008 at 6:30P.M.


Richard DeVecchio
Secretary
Library Board of Trustees


Al Shkoler
President
Library Board of Trustees