

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
SEPTEMBER 20, 1993**

CALL TO ORDER

The Regular Meeting of the Placentia Library District Board of Trustees was called to order on September 20, 1993, at 7:31 P.M. by President Dinsmore.

ROLL CALL

Members Present: President Peggy Dinsmore; Secretary Saundra Stark; Trustees Ray Evans, Al Shkoler and Fred West; and Library Director Elizabeth Minter.

Members Absent: None

Others Present: Administrative Assistant Charlene Dumitru; Principal Librarian Suad Ammar; and past employee Robin Masters.

**ADOPTION OF
AGENDA**

It was requested that the Agenda be amended to exclude the Minutes of the August 8, 1993 Regular Meeting of the Board of Trustees and the Circulation Report.

It was moved by Trustee Shkoler, seconded by Secretary Stark to adopt the Agenda as amended.

AYES: Dinsmore, Stark, Evans, Shkoler,
West

NOES: None

ABSTAIN: None

MINUTES

It was moved by Trustee West, seconded by Trustee Shkoler to approve the Minutes of the Special Meeting of August 31, 1993.

AYES: Dinsmore, Stark, Shkoler, West

NOES: None

ABSTAIN: Evans

**ORAL
COMMUNICATION**

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

**BOARD
PRESIDENT'S
REPORT**

President Dinsmore reported that four cars have been ordered for the Heritage Day Parade on October 9, 1993.

Following a discussion of schedules it was determined that President Dinsmore, Trustee West, and Library Director Minter are the only ones available to participate in the Parade. The Library Director was asked to invite additional riders from the Friends Board and the Literacy Volunteers of America (LVA) Board.

It was moved by Secretary Stark, seconded by Trustee Evans to approve the expenditure of \$100.00 payable to John Hale of Anaheim for the use of four antique automobiles in the Parade.

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

**FRIENDS OF THE
LIBRARY REPORT**

Library Director Minter reported that historical novelist Ciji Ware has agreed to speak at a fund raiser luncheon scheduled for January 29, 1994. Ms. Ware's fee for speaking is \$200.00 and the Friends will try to find a sponsor for the fee.

President Dinsmore reported that the Friends have agreed to pay up to \$300 apiece for travel and housing costs for two staff members to attend the California Library Association (CLA) convention in Oakland in November.

**LITERACY
VOLUNTEERS OF
AMERICA**

President Dinsmore reported that attendance was excellent at the LVA Annual Meeting on September 9, 1993. LVA is selling ornaments designed by Joan Walsh Anglund as a fundraiser. The ornaments will be on display and available for purchase in the Library.

**PLACENTIA
LIBRARY
FOUNDATION
REPORT**

Trustee West reported that Trustee Stark, Library Director Minter, and he would be attending the National Society of Fund Raising Executives' Workshop on September 26-27, 1993 and a fundraising seminar sponsored by Marketing Communications to be held on September 30, 1993 in Buena Park. Trustee West reported that he had spoken with attorney David Hiskey who is will be available for advice regarding the Foundation, but will not be drawing up the actual Foundation documents.

CLAIMS

It was moved by Secretary Stark, seconded by Trustee Shkoler to approve Agenda Items 4 through 6: Nonstandard Claims; Claims forwarded by Library Director in the amount of \$516.84; and Current Claims and Payroll in the amount of \$60,935.71.

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

**FINANCIAL
REPORT**

It was moved by Trustee West, seconded by Trustee Evans to approve the Agenda Items 12 through 15: Financial Report for July and August, 1993; Office General Ledger and Check Registers for July and August, 1993; Overdue Collection Report for August, 1993; Vending Machine Report for August, 1993.

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

**GENERAL
CONSENT
CALENDAR**

It was moved by Trustee Shkoler, seconded by Trustee West to approve Agenda Items 17 through 23: Volunteer Report for July and August, 1993; Review of Shared maintenance Costs with the City of Placentia under the Joint Powers Authority; Building Maintenance Report for July and August, 1993; Personnel Report for August, 1993; Travel Authorizations; Submission of Application to the State Library of California for a Library Services and Construction Act Grant of \$5,000 to serve Hispanic Immigrant Populations; Annual report to the State Library of California for 1992-1993.

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

**BUDGET
FY 1993-1994**

It was moved by Trustee Shkoler, seconded by Trustee West to authorize the addition of .25 FTE Library Assistant to the Adult Services Reference Desk, to ratify the transfer of .75 FTE Librarian II from Literacy to Adult Services Reference Desk, and .75 FTE Library Assistant from Adult Service Reference Desk to Literacy, and to adopt the Placentia Library District Organization Chart for FY 1993-1994 as presented.

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

It was moved by Trustee West, seconded by Trustee Shkoler to read Resolution 93-6 by Title only.

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

It was moved by Trustee West, seconded by Trustee Shkoler to adopt Resolution 93-6: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to adopt Fiscal Year 1993-1994 budgets for the Placentia Library District. Motion was approved by roll call vote:

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

**LIBRARY
SERVICES AND
CONSTRUCTION
ACT TITLE II
GRANT**

It was moved by Trustee Shkoler, seconded by Secretary Stark to decline acceptance of the Library Services and Construction Act Title II Grant from the State Library of California.

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

**PLACENTIA CIVIC
CENTER
AUTHORITY
ANNUAL MEETING**

It was moved by President Dinsmore, seconded by Trustee Evans that President Dinsmore and Secretary Stark be designated to attend the Placentia Civic Center Authority Annual Meeting on October 4, 1993.

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

**STUDY OF
ALTERNATIVES
FOR DELIVERY OF
PUBLIC LIBRARY
SERVICES TO THE
CONSTITUENTS OF
THE PLACENTIA
LIBRARY DISTRICT**

The Board gave direction to invite BSI consultant Jeff Cooper to meet with the Board in October to discuss participation in study.

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

STAFF REPORTS

It was moved by Trustee West, seconded by Trustee Shkoler to receive and file Agenda Items 28 through 32: Program Report for the Month of August, 1993; Children's Services Report for the Month of August, 1993; Publicity Materials produced for the Month of August, 1993; Placentia Library Literacy Services Report; Family Literacy Project Report.

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

ADJOURNMENT

The Regular Meeting of the Placentia Library District Board of Trustees was adjourned at 9:52 P.M.



Sandra M. Stark, Secretary