

**MINUTES  
PLACENTIA LIBRARY DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
September 17, 2007**

**CALL TO ORDER** President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on September 17, 2007, at 6:30 P.M.

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

**Members Absent:** None

**Others Present:** Friends Foundation Treasurer Camille Himes

**ADOPTION OF AGENDA** It was moved by Trustee Escobosa and seconded by Secretary Turner to adopt the Agenda as printed.

<b>AYES:</b>	Shkoler, Turner, DeVecchio, Escobosa, Wood
<b>NOES:</b>	None
<b>ABSTAIN:</b>	None
<b>ABSENT:</b>	None

**ORAL COMMUNICATIONS** No members of the public addressed the Board.

**PRESIDENT REPORT** President Shkoler reported that he attended the Boys/Girls Club Golf Tournament on August 20th, 2007.

**FRIENDS FOUNDATION REPORT** Placentia Library Friends Foundation Treasurer Camille Himes reported that the PLFF Finance Committee convened by email on August 23, 2007.

**TRUSTEE REPORTS** Trustee Wood had nothing to report at this time.

Trustee DeVecchio and Secretary Turner reported they attended the Independent Special District of Orange County on August 30, 2007

Trustee Escobosa had nothing to report at this time.

**PLACENTIA LIBRARY FRIENDS FOUNDATION (PLFF)** Camille Himes reported that the PLFF is seeking out authors for the Author's Luncheon in March 2008. The membership campaign is planned to begin in November 2007.

**CONSENT CALENDAR** It was moved by Secretary Turner and seconded by Trustee Wood approve Agenda Items 9-43 except items 21, 29, 33 and 38.

**MINUTES** Minutes of the August 20, 2007 Library Board of Trustees Regular Meeting

**CLAIMS**

Claims 5028, 5029, and 50305 by Minter/Turner for a total Current Claims for Fiscal Year 2007-2008 of \$35,127.92 for Fund 707.

Current Claims 5031, 5032, 5033, 5034 and 5035 for total of \$68,340.39 for the Fiscal Year 2007-2008 and Payrolls #8 (10/10/07) for \$49,472.00 and #9 (10/24/07) for \$49,472.00 for \$94,944.39 for a combined total of \$163,284.39.

FY2007-2008 Cash Flow Analysis through September 17, 2007 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 August 2007

Office General Ledger & Check Registers for August 2007

Acquisitions Report for August 2007

Entrepreneurial Report for August 2007

Collection Agency Report for August 2007

Gifts Report for August 2007

**GENERAL CONSENT CALENDAR**

Building Maintenance for August 2007

Personnel Report for August 2007

Volunteer Report for August 2007

Circulation Report for August 2007

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

Legislative Reports from the California Special Districts Association and the California library Association

Status Report on Partnerships with Community Organizations

Status Report on Active Grant Applications

Poet Laureate Report

Status report on the preparation of the Impact Fees Documentation For Library Facilities by MuniFinancial.

Placentia Library District Special Districts Financial Transactions Report filed with the State Controller's office on September 8, 2007 as prepared by Moreland & Associates, CPA.

Placentia Library District Final Narrative Report for the Library Services and Technology Grant from the State Library of California for the Local History Digital Resource Project as submitted on August 21, 2007.

Request for the California Special Districts Association President For volunteers for 2008 CSDA Committee Appointments.

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

It was moved by Trustee DeVecchio and seconded by Trustee Wood to approve Agenda Items 21 and 29:

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

It was moved by Trustee DeVecchio and seconded by Trustee Wood to approve Agenda Item 33:

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

It was moved by Trustee DeVecchio and seconded by Trustee Wood to approve Agenda Item 38:

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

## STAFF REPORTS

Director's Report for August 2007

Program Committee Report for August 2007

Children's Services Report for August 2007

Placentia Library Literacy Services Report for August 2007

Reference and Adult Services Report for August 2007

History Room Report for August 2007

Placentia Library Web Site Report for August 2007

Technology Report for August 2007

Publicity Materials produced for August 2007

Safety Committee Minutes for August 2007

Ad Hoc Marketing Committee for Developing a Branding Strategy, status report for August 2007

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

**PUBLIC HEARING  
FINES & FEES 2007-  
2007**

President Shkoler opened and closed the Public Hearing.

It was moved and seconded by Trustee Escobosa and Secretary Turner to Adopt the Placentia Library District Fines and Fees Schedule for Fiscal Year 2007-2008 as presented:

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

It was moved by Secretary Turner and seconded by Trustee Wood to read Resolution 08-06 by title only: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Adopt the Fines and Fees Schedule for FY 2007-2008 of the Placentia Library District of Orange County by roll call vote.

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

It was moved by Trustee Wood and seconded by Secretary Turner to Adopt Resolution 08-06: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Adopt the Fines and Fees Schedule for FY 2007-2008 of the Placentia Library District of Orange County by roll call vote.

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

**LEGISLATIVE  
ISSUES**

Library Director reported that the Public Library Fund was reduced by the Governor's Office resulting in a cutback in the Placentia Library budget of approximately \$15,000.

Library Director reminded the Board that Assemblyman Mike Duvall will be the featured speaker at the next Placentia Chamber of Commerce Breakfast on October 25, 2007.

**STAFF  
APPRECIATION  
DINNER**

The Staff Appreciation Dinner is scheduled for Sunday, October 7, 2007 @ 5:30P.M. at Dr. and Mrs. Allan Stark's home. The arrangements are being coordinated by Trustee Wood and the Placentia Library Friends Foundation.

**TRAVEL  
AUTHORIZATIONS**

It was moved by Secretary Turner and seconded by Trustee Escobosa to authorize Library Director Minter to attend the American Library Association Midwinter Meeting in Philadelphia, PA, January 11-14, 2008 at a cost not to exceed \$1,916 to be paid from the General Fund and authorize Library Director Minter and Librarian II Strazdas to attend the Public Library Association Biennial Conference, Minneapolis, March 20-29, 2008 at cost not to exceed \$3,100 to be paid from the General Fund as amended:

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

**WORD OF MOUTH  
MARKETING TOPIC  
FOR OCTOBER**

Library Director Minter reported that the WOM Marketing topic for October is Placentia Library Literacy Services. The Board received their WOM badges.

**POLICY 2030 -  
HOLIDAYS**

It was moved by Trustee DeVecchio and seconded by Secretary Turner to eliminate the closure of the Library on the Sunday before Monday Holidays and reinstate the Floating Holiday accrued in April (the Birthday holiday) by roll call vote:

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

It was moved by Trustee DeVecchio and seconded by Secretary Turner to approve the amendments to Placentia Library District Policy 2030- Holidays as a first reading by roll call vote:

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

The Board referred the revised Placentia Library District Policy 2030 – Holidays to staff for comments at the Library Board meeting on October 15, 2007.

**AGENDA  
PREPARATION**


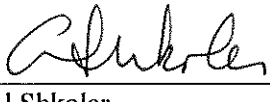
Agenda Preparation for the October Meeting will be held on Monday, October 15, 2007 at 6:30 P.M.

**ADJOURNMENT**

The Regular Meeting of the Board of Trustees of the Placentia Library District for September 17, 2007 adjourned at 7:32 P.M.

**NEXT MEETING**

The October Library Board Meeting will be held on Monday, October 15, 2007 at 6:30 P.M. in the Library Meeting Room.

	
Jean Turner Secretary Library Board of Trustees	Al Shkoler President Library Board of Trustees