

MINUTES  
UNUSUAL DATE MEETING OF THE BOARD OF TRUSTEES  
January 25, 2017

**CALL TO ORDER**

President Carline called the Unusual Date Meeting of the Placentia Library District (PLD) Board of Trustees to order on January 25, 2017 at 6:33pm.

**Members Present:** President Gayle Carline, Secretary Jo-Anne Martin, Trustee Richard DeVecchio, Trustee Elizabeth Minter, Trustee Al Shkoler

**Members Absent:** None

**Staff Present:** Jeanette Contreras, Library Director; Venessa Faber, Support Services Manager; Diane Warner, Administrative Assistant

**Guests:** Debbie Kurita, Assistant Executive Officer for Orange County LAFCo; Darin Lenyi, Placentia Chief of Police

**ADOPTION OF AGENDA**

President Carline requested that agenda items 23 and 24 be moved up to the beginning of the meeting. It was moved by Trustee Shkoler and seconded by Secretary Martin to adopt the January 25, 2017 meeting agenda:

AYES: Carline, Martin, Shkoler, DeVecchio, Minter

NOES: None

ABSENT: None

**ORAL COMMUNICATION**

None

**TRUSTEE &  
ORGANIZATIONAL  
REPORTS**

President Carline attended the ALA Mid-Winter Conference and Symposium on the Future of Libraries, and enjoyed informative seminars on partnering with the community and local businesses for win-win projects, a systemic approach to presenting program for children up to senior citizens, empowering patrons more control over civic discussions. (Item 5)

Secretary Martin participated in a 1-day Harwood Seminar on December 28th. (Item 6)

Trustee DeVecchio had nothing to report. (Item 6)

Trustee Minter shared information on a Summary Referendum for California with Library Director Contreras, who will distribute the information. (Item 6)

Trustee Shkoler participated at the annual meeting of the Oversight Board of the Successor Agency to the Redevelopment Agency of the City of Placentia. (Item 6)

**LIBRARY DIRECTOR  
REPORT**

Library Director Jeanette Contreras also attended the ALA Mid-Winter Conference and Symposium on the Future of Libraries and the Harwood Seminar, sharing details and plans for another Harwood workshop in March 2017, presented in conjunction with the American Library Association (ALA). Library Director Contreras echoed President Carline's interest in pursuing ideas received at the Symposium on the Future of Libraries. Library Director Contreras shared concerns about the new Presidential Administration's decision to possibly cancel funding for the National Endowment for the Humanities and the Institute of Libraries and Museums, which

affects Placentia Library's grant funding for training and Literacy programs. Other concerns include ethics in libraries, training staff to deal with book censorship requests and freedom of speech, and patron privacy issues. Library Director Jeanette Contreras is coordinating the annual Chamber of Commerce "Citizen and Business of the Year" event. (Item 7)

**FRIENDS FOUNDATION  
REPORT**

No representation from the Placentia Library Friends Foundation (PLFF). (Item 8)

**CONSENT CALENDAR**

Trustee DeVecchio provided an update on his availability to participate at the February 2017 board meeting. It was moved by Trustee Shkoler and seconded by Secretary Martin to approve Agenda Items 9-22. A roll call vote was taken:

AYES: Carline, Martin, Shkoler, DeVecchio, Minter  
NOES: None  
ABSENT: None

**MINUTES for the  
DECEMBER 19, 2016  
BOARD MEETING**

Minutes for the December 19, 2016 Trustees meeting were received, approved and filed. (Item 9)

**CASH FLOW ANALYSIS  
and  
TREASURER'S REPORTS**

Check Registers for December 2016 – received and filed (Item 10)  
Fund 707 Balance Report for December 2016 – received and filed (Item 11)

Financial Reports through December 2016 for Placentia Library District Accounts on Deposit with the Orange County Treasurer and Placentia Library District General Ledger: Summary of Cash and Investments - received and filed (Item 12)

Balance Sheets for December 2016 – received and filed. (Item 13)  
Acquisitions Report for December 2016 – received and filed. (Item 14)  
Entrepreneurial Activities Report for December 2016 – received/ filed. (Item 15)

Moved by Secretary Martin and seconded by Trustee Shkoler to receive, file and approve the Cash Flow Analysis and Financial Reports for Check Registers/Vendor Payments, Fund 707, Payroll, Balance Sheets, Acquisitions and Entrepreneurial Activities. A roll call vote was taken:

AYES: Carline, Martin, Shkoler, DeVecchio, Minter  
NOES: None  
ABSENT: None

**GENERAL CONSENT  
REPORTS**

Personnel Report for December 2016 – received and filed. (Item 16)  
Circulation Report for December 2016 – received and filed. (Item 17)  
Review of Shared Maintenance Costs with the City of Placentia for July 2016 through January 2017, under the JPA – received and filed. (Item 18)

**STAFF REPORTS**

Administration Report for December 2016 (Item 19)  
Children's Services Report for December 2016 (Item 20)  
Adult Services Report for December 2016 (Item 21)  
Placentia Library Website Technology Report - December 2016 (Item 22)

**NEW BUSINESS**

**INTRODUCTION OF NEW REPRESENTATIVE FOR ORANGE COUNTY LOCAL AGENCY FROMATION COMMISSION (LAFCO)**

Debbie Kurita introduced herself and presented an overview on the Orange County Local Area Formation Commission (LAFCo), created in 1963 by California in response to rapid growth across the state to oversee planning and boundaries for cities and special districts, one per county. Ms. Kurita distributed an information brochure and a contact list of Orange County commissioners. Trustee Minter asked about the status of annexing the Placentia "island" (a county residential area receiving Placentia city services) and Ms. Kurita provided a website link. (Item 23)

**INTRODUCTION OF NEW PLACENTIA CHIEF OF POLICE**

Darin Lenyi introduced himself as the new Placentia Chief of Police, and was appointed on October 19, 2016. Police Chief Lenyi confirmed that Placentia Police department currently provides services to the "island" area and suggested that the City should annex that Orange County land area into the City boundary. Library Director Contreras thanked Police Chief Lenyi for extending the agreement for providing complimentary LiveScan fingerprinting service to Placentia Library. (Item 24)

**CIVIC CENTER PARKING LOT SURVEY REPORT**

Library Director Contreras presented a summary on the Civic Center Parking Lot Survey conducted by library staff from December 1-16, 2017. A comparison of daily patron count reports and cars in the parking lot confirmed that the Library has the majority of patrons between 10:00am and 6:00pm daily, but ongoing patron complaints about parking availability. The survey shows that the majority of cars in the front parking lot from 9:00am to 5:00pm belong to City employees. Survey results will be presented to the City of Placentia prior to discussions about the City hiring an outside engineering firm to conduct a similar survey, at a potential cost to the Library of \$12,000. Trustees requested the survey information be presented to the City as soon as possible, so an update can be presented at the February 22<sup>nd</sup> monthly board meeting. (Item 25)

**TRAVEL AUTHORIZATION FOR CENIC CONFERENCE ON MARCH 19-22, 2017**

Library Director Contreras presented a request to attend the California Research and Education Network Initiative (CENIC) Conference at the San Diego University Campus in La Jolla from March 19-22, 2017. In 2016, the District received \$30,000 for broadband funding and will apply for 2017 funding to support connectivity at the joint-use Teen Center at Kraemer Park. Fiscal Impact is \$1,000. After review and discussion, it was moved by Trustee Minter and seconded by Trustee Shkoler to approve the Library Director attending the CENIC Conference. (Item 26) A roll call vote was taken to approve travel expenses:

AYES: Carline, Martin, DeVecchio, Minter, Shkoler  
NOES: None  
ABSENT: None

**TRAVEL AUTHORIZATION  
FOR RIPL CONFERENCE  
ON APRIL 10-11, 2017**

Library Director Contreras presented a request to attend the California Research Institute for Public Libraries (RIPL) Conference in Sacramento on April 10-11. Placentia Library was selected as one of 50 libraries across California to participate, with the goal of developing skills in evaluation and data use to plan, manage and demonstrate our library's effect on the Placentia community. Fiscal Impact: \$700. After review and discussion, it was moved by Secretary Martin and seconded by Trustee Shkoler to approve the Library Director attending the RIPL Conference. (Item 27) A roll call vote was taken:

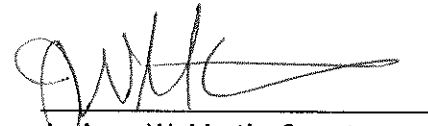
AYES: Carline, Martin, DeVecchio, Minter, Shkoler  
NOES: None  
ABSENT: None

**ADJOURNMENT**

The Board of Trustees Unusual Date Meeting of January 25, 2017 was adjourned at 7:37pm.

The next Board of Trustees meeting will be held on the unusual date of Wednesday, February 22, 2017 at 6:30pm.

  
Gayle Carline, President  
Library Board of Trustees

  
JoAnne W. Martin, Secretary  
Library Board of Trustees