

MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
March 17, 2014

CALL TO ORDER

President Shkoler called the Regular Meeting of the Placentia Library District (PLD) Board of Trustees to order on March 17, 2014 at 6:37 p.m.

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

Members Absent: None

Others Present: Library Director Jeanette Contreras, Administrative Assistant Diane Warner, Brenda Benner of the Placentia Library Friends Foundation (PLFF), and Library Staff: Fernando Maldonado, Lori Worden, Nadia Dallstream.

ADOPTION OF AGENDA

It was moved by Trustee Martin and seconded by Secretary Minter to adopt the agenda as presented:

| | |
|----------|---|
| AYES: | Shkoler, DeVecchio, Martin, Carline, Minter |
| NOES: | None |
| ABSTAIN: | None |
| ABSENT: | None |

ORAL COMMUNICATION

There was no oral communication made at this time. (Item 4)

TRUSTEE & ORGANIZATIONAL REPORTS

President Shkoler attended the Board Secretary/Clerk Conference in Napa Valley, CA. President Shkoler reported changes in the Board voting law, effective January 14, 2014. Votes must now be conducted by a roll call for all monetary issues, so the public is aware of how individual board members voted in case of any conflicts. A roll call vote is not required for the Consent Calendar. He also recommended the Library Board of Trustees begin using the *Rosenberg Rules of Order*. President Shkoler served as a celebrity host at the Author's Luncheon event. (Item 5)

Secretary Minter also attended Board Secretary conference and added that split votes need to be recorded. Secretary served as a celebrity host at the Author's Luncheon event.

Trustee Carline attended the Author's Luncheon; enjoyed being one of the celebrity hosts.

Trustee Martin attended the Board Secretary/Clerk Conference and will share her notes from sessions she attended. Trustee Martin served as a celebrity host at the Author's Luncheon.

Trustee DeVecchio served as a celebrity host at the Author's Luncheon. (Item 6)

**LIBRARY DIRECTOR
REPORT**

- Library is looking into completing the CSDA Transparency Certificate.
- Patron Survey closed on March 13, with 766 survey responses received. Many positive comments about resources and staff.
- Seeking vendor quotes to install a water heater and replace drinking fountain in the lobby, by end of March.
- Egress door project should begin by mid-April.
- Awaiting return of Edgar Pineda from medical leave – not yet released by Doctor. Negotiating with City for custodial services coverage while Edgars is out.
- Discussed promotional video with the City Administrator.
- Memorial service for former library director, David Snow, has been postponed indefinitely, due to extenuating circumstances.
- Attended the Library Director's meeting in Sacramento with Acting State Librarian. State Library is partnering with the Corporation for Education Network Initiatives in California (CENIC) to ensure each public library receive 1GB of broadband. In addition, libraries will receive \$5,000 in funding to support collection for the "Common Core" standards. (Item 7)

PLFF BOARD UPDATE

Brenda Benner reported that a debriefing meeting is held after each Author's Luncheon to determine what worked, and what did not. This year's luncheon menu received very positive feedback. Marcia Clark was an interesting and engaging speaker. PLFF is currently finalizing a list of authors to invite for the 2015 Authors Luncheon. (Item 8)

**CONSENT
CALENDAR**

It was moved by Secretary Minter and seconded by Trustee Carline to approve Agenda Items 9-24:

| | |
|----------|---|
| AYES: | Shkoler, Martin, Carline, Minter, DeVecchio |
| NOES: | None |
| ABSTAIN: | None |
| ABSENT: | None |

CLAIMS

Nonstandard Claims in excess of \$300 – none (Item 10)

Claims Forwarded by the Library Director and Trustees – none (Item 11)

Moved by Secretary Minter and seconded by Trustee DeVecchio to receive, file and approve the Current Claims and Payroll reports. (Item 12)

FY 2013-2014 Cash Flow Analysis through February 2014; the Schedule of Anticipated Property Tax Revenues for FY 2013-2014 as provided by the Orange County Auditor - received and filed (Item 13)

**TREASURER'S
REPORT**

Financial Reports for February 2014 for Placentia Library District Accounts on Deposit with the Orange County Treasurer – received and filed (Item 14)

Balance Sheet for February 2014 – received and filed (Item 15)

Acquisitions Report for February 2014 -- received and filed (Item 16)

Entrepreneurial Activities Report for February 2014 – received and filed (Item 17)

**GENERAL CONSENT
REPORTS**

Personnel Report for February 2014 – no additions to staff (Item 18)

Circulation Report for February 2014 – received and filed (Item 19)

Review of Shared Maintenance Costs with the City of Placentia under the JPA -- received and filed. (Item 20)

STAFF REPORTS

Library Director's Report. (Item 21)

Children's Services Report for February 2014. (Item 22)

Coleen Wakai reported back on the Public Library Association conference in Indianapolis, IN.

Adult Services Report for February 2014. (Item 23)

Web Site & Technology Report for February 2014 (Item 24)

NEW BUSINESS

Meet and Greet with Phillip Chen, Candidate for 55th Assembly District, was postponed due to a family illness, and will be rescheduled. (Item 25)

**CSDA Board of
Directors Nomination**

CSDA Board of Directors Call for Nominations - Seat C (Item 26)

None of the Placentia Library District Trustees are interested in running for this position.

**Review Placentia
Library District Policy
6000 Series**

At the February Board meeting, Trustee DeVecchio requested a summarized list of recommended changes to specific sub-sections of section 6000-Operations of the Placentia Library District Policy Manual. This summary was presented to the Trustees for review and discussion. Trustee DeVecchio requested a modification to recommended verbiage about censorship. Secretary Minter requested a statement be added that reads "Setting the scope of what a child can read is the responsibility of the parent, not the Library." The effective date for approved changes is July 1, 2014 for FY 2014-15. No drinks or food allowed in the computer lab. Supervisor-On-Duty has decision making authority. A Work Session meeting will be scheduled to discuss and finalize the Series 6000 changes. (Item 27)

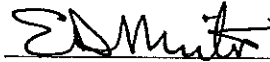
ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District on March 17, 2014 adjourned at 8:00pm.

The next meeting will be on April 21, 2014 at 6:30 p.m.



Al Shkoler
President
Library Board of Trustees



Elizabeth Minter
Secretary
Library Board of Trustees