

MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR DATE MEETING OF THE LIBRARY BOARD OF TRUSTEES
March 21, 2022

CALL TO ORDER

President Martin called the Regular Date Meeting of the Placentia Library District (PLD) Board of Trustees to order on March 21, 2022 at 6:30 p.m.

Members Present: President Jo-Anne Martin, Secretary Gayle Carline, Trustee Sherri Dahl, Trustee Al Shkoler.

Members Absent: Trustee Hilaire Shioura.

Staff Present: Jeanette Contreras, Library Director; Yesenia Baltierra, Assistant Library Director; Fernando Maldonado, Business Manager; Lina Nguyen, Executive Assistant.

Counsel Present: David DeBerry, Woodruff, Spradlin & Smart.

Guests: Jeremy Yamaguchi, IT; Douglass Davert, LAFCO Chair; James Fisler, LAFCO Commissioner; John Sparks, resident; Stephanie Beverage, resident; Luke H., resident; Theresa Kintz, resident; Naydia Chantarasompoth, PLFF President; Shellie McCurdy, Library Assistant; Kathy Andrews, resident; Laura DeLeon, Library Clerk

ADOPTION OF AGENDA

It was motioned by President Martin to adopt the agenda as presented. It was moved by Trustee Shkoler and seconded by Trustee Dahl to adopt the agenda (Item 3).

AYES:	Martin, Carline, Dahl, Shkoler
NOES:	None
ABSENT:	Shioura

LAFCO UPDATES FROM COMMISSIONERS DAVERT AND FISLER.

President Martin requested to change Agenda Item 24 to the first agenda item to be discussed. Director Contreras introduced the Orange County Local Agency Formation Commission (OC LAFCO) Chair, Douglass Davert, and the OC LAFCO Commissioner, James Fisler. LAFCO Chair Davert greeted the Board and stated they appreciate the support from the Library in the past and hopes the Library will continue to support them in the future. LAFCO Commissioner Fisler greeted the Board and thanked them for their time, and shared information about LAFCO's redesigned website and newsletter. President Martin asked both Chair Davert and Commissioner Fisler what they are looking forward to in the coming year and what are their priorities. Commissioner Fisler stated their priority is to continue work on the MSRs (Municipal Service Review). Chair Davert also stated they are keeping a watchful eye on movement in Sacramento which is looking to collapse special districts. Secretary Carline asked if LAFCO would consider live-streaming their meetings so non-voting members can have the opportunity to watch their meetings without having to physically be at the meeting since they do not take part in the meetings themselves. Chair Davert said it can be added to the agenda for the next LAFCO meeting. Director Contreras asked if the Library can be emailed updates on the MSR process and information on districts currently going through the MSR process. It has been twenty years since the Library's last MSR and the

next one is scheduled 2023/24. Director Contreras expressed she would like to know what kind of data the Library will need to look at for the MSR. The Commissioners said they can have Carolyn Emery send the Library a checklist of items needed for the MSR.

ORAL COMMUNICATION

None (Item 4).

BOARD PRESIDENT REPORT

President Martin attended the Author’s Luncheon, the Swearing-In and Promotion Ceremony for Police and Fire and Life Safety, Financial Partner’s Credit Union’s Governmental Affairs Conference, Charity Closet’s Annual Volunteer Appreciation Event, the Blue Ribbon Committee Meeting, the Joint Use Meeting, and Chaired the Alta Vista Advisory Committee Meeting.

**TRUSTEE &
ORGANIZATIONAL
REPORTS**

Secretary Carline attended the Author’s Luncheon.

Trustee Shkoler attended the Author’s Luncheon.

Trustee Dahl attended the Author’s Luncheon, the Orange County Council of Governments meeting, Placentia Women’s Round Table, the Swearing In and Promotion Ceremony for Police and Fire and Life Safety, PLFF meeting, and the Joint Use Committee.

Trustee Shioura was absent.

**LIBRARY DIRECTOR
REPORT**

Library Director Contreras had meetings with Assemblyman Chen in Sacramento, the San Francisco Library Director and the San Jose Library School Director, Darren Hernandez – former assistant city manager for Santa Clarita, the interim Santa Monica Public Library Director, the Library’s former children’s librarian who retired from the Fullerton Library, and prospective coffee vendors. She also went to the Library’s Literacy Coordinator’s father’s funeral, the Swearing-In and Promotion Ceremony for Police and Fire and Life Safety, and the Author’s Luncheon.

**FRIENDS FOUNDATION
REPORT**

Placentia Library Friends Foundation (PLFF) President Naydia Chantarasompoth thanked Secretary Carline for stepping in to speak at the Author’s Luncheon. She advised the Board about Marla Jo Fisher, the author who was supposed to speak at the Author’s Luncheon, reaching out to her and expressing she wanted to make up for the event by sponsoring a new one. The event will be on April 22nd, 2022 at the Library. The doors will open at 5:00 p.m. There will be a talk, Q&A, and book signing. She also provided updates on upcoming books sales as well as a fundraising event to celebrate National Library Week.

CONSENT CALENDAR

It was moved by Secretary Carline and seconded by Trustee Dahl to approve Agenda Items 9-23 as presented. A roll call vote was taken:

AYES: Martin, Carline, Dahl, Shkoler
NOES: None

ABSENT: Shioura

MINUTES FOR FEBRUARY 15, 2022 SPECIAL DATE MEETING AND THE FEBRUARY 23, 2022 UNUSUAL DATE MEETING.

The minutes for the February 15, 2022 Special Date Meeting and the February 23, 2022 Unusual Date Meeting were received, reviewed and filed as amended (Item 9).

AYES: Martin, Carline, Dahl, Shkoler
NOES: None
ABSENT: Shioura

CASH FLOW ANALYSIS AND TREASURER'S REPORTS

Check Registers for February 2022 (Item 10)
Fund 707 Balance Report for February 2022 (Item 11)
Financial Reports through February 2022 for Placentia Library District Accounts on Deposit with the Orange County Treasurer and Placentia Library District General Ledger: Summary of Cash and Investments. (Item 12)

GENERAL CONSENT REPORTS

Balance Sheets for February 2022 (Item 13)
Acquisitions Report for February 2022 (Item 14)
Service Revenue Report for February 2022 (Item 15)
Library Impact Fee Report for February 2022 (Item 16)
Personnel Report for February 2022 (Item 17)
Circulation Report for February 2022 (Item 18)
Review of Shared Maintenance Costs with the City of Placentia (Item 19)

STAFF REPORTS

Administration Report for February 2022 (Item 20)
Children's Services Report February 2022 (Item 21)
Adult Services Report for February 2022 (Item 22)
Placentia Library Website Technology Report for February 2022 (Item 23)

STATUS OF BROWN ACT TELECONFERENCING LAWS.

Counsel DeBerry gave a brief status update on the Brown Act teleconferencing laws. Governor Newsom's suspension of the requirements to teleconference under the Brown Act was set to expire last fall. However, the state legislature passed AB 361 which continued the Governor's suspension of the requirements to teleconference -- with certain stipulations. AB 361 is now set to expire January 1, 2024. Currently, per AB 361, in order to bypass the teleconferencing requirements, a state of emergency has to be declared with mandated social distancing or a state of emergency has to be declared with imminent risk of meeting in person. The Board would have to adopt a resolution, every 30 days, in order for board members to teleconference. Otherwise they would have to follow the old requirements to teleconference -- which includes posting an agenda in front of where they want to teleconference from, and then making the space accessible to the public. President Martin reminded the Board they had discussed this matter in January and voted to continue meetings in person.

**CONFERENCE
AUTHORIZATION TO THE
CALIFORNIA LIBRARY
ASSOCIATION, ON JUNE 2-4,
2022.**

This year’s California Library Association (CLA) conference will be in Sacramento from June 2-4, 2022. Director Contreras asked if any of the Board members would like to attend. Secretary Carline will attend, representing the Board. Director Contreras also stated Assistant Library Director Yesenia Baltierra asked her team if any of them would like to attend the CLA conference and a part-time staff member is interested in going. She is applying for a scholarship through the CLA. After a discussion, it was motioned by Trustee Shkoler and seconded by Trustee Dahl to authorize Secretary Carline, Director Contreras, and one part-time staff member to attend the California Library Association conference on June 2-4, 2022, in Sacramento, with Director Contreras to attend June 1st as part of her CLA Board duties. A roll call vote was taken:

AYES: Martin, Carline, Dahl, Shkoler
NOES: None
ABSENT: Shioura

**CONFERENCE
AUTHORIZATION TO THE
AMERICAN LIBRARY
ASSOCIATION, ON JUNE 23-
28, 2022.**

This year’s American Library Association (ALA) conference will be in Washington D.C. from June 23-28, 2022. Director Contreras asked if any of the Board members would like to attend the conference with Assistant Library Director Baltierra and one staff member. Trustee Dahl will attend, representing the Board. After a discussion, it was motioned by Trustee Shkoler and seconded by Secretary Carline to authorize Trustee Dahl, Assistant Library Director Baltierra, and one staff member to attend the American Library Association conference on June 23-28, 2022, in Washington D.C. A roll call vote was taken:

AYES: Martin, Carline, Dahl, Shkoler
NOES: None
ABSENT: Shioura

**LEGISLATIVE UPDATES
FROM SECRETARY CARLINE.**

Secretary Carline presented the Congressional Outlook from the California Special District Association. There were 10 bills described, and only one directly applies to the Library - SB 34 – Libraries: student success cards. Director Contreras explained the intent of this bill is to allow students access to the Library and its services using their student ID card. There was reluctance in adopting this bill due to the sensitive nature of allowing access to student records. The Library is still working on this and Director Contreras stated she is trying to get support from Senator Josh Newman, Assemblyman Phillip Chen, and Congresswoman Young Kim.

**SENIOR/COMMUNITY
CENTER BLUE RIBBON
COMMITTEE REPORT FROM
PRESIDENT MARTIN.**

President Martin reported a subcommittee to review the top three proposals will meet March 28, 2022. They will put together a list of standard questions for the upcoming interviews of the top 3 contenders the third week of April. They will be joined by city staff for the interviews. The full committee will come back April 27, 2022 to make the final selection to be recommended to the City Council. After this, they will work with the individual firm to get a 35% mock-up of what the community center could look like.

**JOINT-USE COMMITTEE
REPORT FROM PRESIDENT
MARTIN.**

President Martin presented updates given by the City at the March 10, 2022 Joint Use Committee meeting. City updates included the trellis project, plumbing issues, annexation, district mapping, federal earmarks they have applied for, and adding new staff members. President Martin noted the federal earmarks are good to keep in mind for upcoming Library projects. Minutes from the Joint Use Meeting were furnished at this board meeting.

AGENDA DEVELOPMENT

President Martin requested a motion to include an IT update and security safety measures to be included in the next Board meeting. Secretary Carline motioned to adopt this item for the March meeting agenda. The motion was seconded by Trustee Dahl. All in favor:

AYES: Martin, Carline, Dahl, Shkoler
NOES: None
ABSENT: Shioura

Director Contreras requested to also add district mapping, the nexus study preliminary/library impact fees, update on state grants, audit presentation, and a budget update to the March meeting agenda as well. President Martin motioned to adopt these items for the March meeting agenda. The motion was seconded by Trustee Shkoler. All in favor:

AYES: Martin, Carline, Dahl, Shkoler
NOES: None
ABSENT: Shioura

ADJOURNMENT

The next Regular Board Meeting will be on April 18, 2022 at 6:30 p.m.

The Board of Trustees Regular Date Meeting of March 21, 2022 was adjourned at 7:23 p.m.



Jo-Anne Martin, President
Library Board of Trustees



Gayle Carline, Secretary
Library Board of Trustees