

**MINUTES  
PLACENTIA LIBRARY DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
February 17, 2000**

**CALL TO ORDER**

The Regular Meeting of the Placentia Library District Board of Trustees was called to order on February 17, 2000 at 7:31 P.M. by President Shkoler.

**ROLL CALL**

**Members Present:** President Al Shkoler, Trustees Sandra Stark and Gaeten Wood; and Library Director Elizabeth Minter.

**Members Absent:** Secretary Robin Masters, Trustee Peggy Dinsmore

**Others Present:** Public Services Manager Jim Roberts; and Administrative Assistant Wendy Goodson

**ADOPTION OF  
AGENDA**

It was moved by Trustee Stark, seconded by Trustee Wood to adopt the Agenda as printed.

AYES: Shkoler, Wood, Stark  
NOES: None  
ABSTAIN: None  
ABSENT: Dinsmore, Masters

Trustee Dinsmore arrived at 7:34 P.M.

**MINUTES**

It was moved by Trustee Stark, seconded by Trustee Wood to approve the Minutes of the January 19, 2000 Regular Meeting as printed.

AYES: Dinsmore, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: Masters

**ORAL  
COMMUNICATIONS**

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

**PRESIDENT'S  
REPORT**

President Shkoler reported that he attended the Metropolitan Cooperative Library System Advocacy Workshop on February 5, 2000 with Elizabeth Minter, Peggy Dinsmore, and Gaeten Wood.

President Shkoler also reported that the Gates Foundation Library Ribbon Cutting Ceremony on February 14, 2000 was a success.

President Shkoler also attended the Community Emergency Response Training on February 16, 2000 with Elizabeth Minter, Peggy Dinsmore, Sandra Stark, and Gaeten Wood.

It was moved by Trustee Stark, seconded by Trustee Wood to approve purchase of a book and a subscription in honor of the late Mr. Tom Rankin to be billed against the book budget. Selection of purchase will be at the discretion of the Library Director.

AYES:	Dinsmore, Shkoler, Stark, Wood
NOES:	None
ABSTAIN:	None
ABSENT:	Masters

**TRUSTEES REPORT**

No Trustee Report at this time.

**LIBRARY  
DIRECTOR'S  
REPORT**

Library Director Minter reported that the History Room Project is currently being implemented in coordination with the Friends of the Library and the City of Placentia. The storage area in the rear of the Library should be completed cleared out by end of February 2000.

Administrative Assistant reported that an injury occurred at the Library. Maria Cervantes, a volunteer from the Literacy Office, injured her finger in a dolly while moving boxes from the storage room on February 16, 2000. She was immediately taken to Placentia Linda Hospital, where she was treated and released. Incident was reported to the Library's insurance carrier and the proper forms have been completed and filed.

**FRIENDS REPORT**

Library Director Minter reviewed the Friends Report in the Agenda packet.

**FOUNDATION  
REPORT**

Library Director Minter reported that at the Foundation Board Meeting of January 20, 2000, Gaeten Wood was elected President of the Placentia Library Foundation and Sandra Stark was re-elected Treasurer.

**CLAIMS**

It was moved by Trustee Wood, seconded by Trustee Dinsmore to approve Agenda Items 10 through 13:

Nonstandard Claims in the amount of \$0.00

Claims 3860, 3861, 3862, 3863, 3864 and 3855 forwarded by the Library Director in the amount of \$24,224.29.

Current Claims 3868, 3869, 3870, 3871 and 3872; and Payroll Claims 3866 and 3867 for \$43,040, for a combined total of \$77,798.21.

FY1999-00 Cash Flow Analysis through February 17, 2000 and recommendation that no funds be transferred at this time.

AYES: Dinsmore, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: Masters

**FINANCIAL  
REPORTS**

It was moved by Trustee Wood, seconded by Trustee Dinsmore to receive and file Agenda Items 14 through 19:

Financial Reports for January, 2000

Office General Ledger & Check Registers for January, 2000

Acquisitions Report for January, 2000

Overdue Collection Report for January, 2000

Debit Card System Reimbursement Report for January, 2000

Gifts Report for January, 2000

AYES: Dinsmore, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: Masters

**GENERAL CONSENT  
CALENDAR**

It was moved by Trustee Wood, seconded by Trustee Dinsmore to receive and file Agenda Items 20-31:

Building Maintenance Report for January, 2000. (Receive & File)

Personnel Report for January, 2000 (Receive, File and Ratify Appointments)

Volunteer Report for January, 2000 (Receive & File)

Circulation Report for January, 2000 (Receive & File)

Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of January 4, 2000 (Receive & File)

Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority (Receive & File)

Status report on the Placentia History Room project with the City Of Placentia (Receive & File)

Status report on the building preparation, installation of equipment, and ribbon cutting reception for the Gates Library Initiative Grant (Receive & File)

Legislative Reports from the California Special Districts Association and the California Library Association (Receive & File)

Fiscal Year 1998-1999 Annual Report for Placentia Library District as submitted to the California State Library (Receive & File)

California Library Literacy Services Mid-Year Report for Fiscal Year 1999-2000, as submitted to the State Library of California (Receive & File)

Distribution of Form 700 Statement of Economic Interests for the Fair Political Practices Commission (FPPC) to Library Trustees, Library Director, Manager of Public Services and Manager of Technical Services, to be returned to the Administrative Assistant No later than March 16, 2000 (Receive & File and Submit Report by March 16, 2000)

AYES: Dinsmore, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: Masters

**SETTLEMENT  
AGREEMENT &  
LIMITED RELEASE,  
ORANGE COUNTY  
BANKRUPTCY**

It was moved by Trustee Dinsmore, seconded by Trustee Wood to approve Settlement Agreement and Limited Release and authorize signature by Library Board President Al Shkoler.

AYES: Dinsmore, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: Masters

It was moved by Trustee Dinsmore, seconded by Trustee Wood to read Resolution 99-12, by title only, A Resolution of the Board of Trustees of the Placentia Library District of Orange County to adopt Authorizing Resolution of Investment Pool Participants regarding Orange County Bankruptcy Proceedings for the Fiscal Year 1999-2000

AYES: Dinsmore, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: Masters

It was moved by Trustee Wood, seconded by Trustee Dinsmore to adopt Resolution 99-12.

AYES: Dinsmore, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: Masters

**WINDOW  
COVERINGS**

Trustee Stark offered \$1,000.00 as a matching grant for the window coverings and refer this offer and agenda item to the Foundation Major Gifts Committee.

It was moved Trustee Wood, seconded by Trustee Dinsmore to refer this agenda item to the Major Gifts Committee of the Foundation.

AYES: Dinsmore, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: Masters

**TRAVEL  
AUTHORIZATIONS**

It was moved by Trustee Stark, seconded by Trustee Dinsmore to approve travel to the Public Library Association Conference in Charlotte, NC from March 27 through April 2 for Jim Roberts and Julie Shook, at a cost not to exceed \$3,882, with Robert's expenses being paid by the California Literacy Campaign Grant and Shook's expenses being paid by the District's staff training account at Santiago Library System.

AYES: Dinsmore, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: Masters

It was moved by Trustee Stark, seconded by Trustee Dinsmore to approve travel to the State Library in Sacramento on February 24, for Jim Roberts at a cost not to exceed \$247 to be paid from the California Literacy Campaign Grant.

AYES: Dinsmore, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: Masters

No one expressed interested in attending the California Special District Association Workshop in Riverside on March 2-3, 2000.

**REQUEST FOR  
INFORMATION –  
LOS ANGELES  
TIMES**

Library Director Minter reported that the Los Angeles Times has requested information about Placentia Library patrons who have overdue books since January 1, 1999 and as of February 17, 2000 the newspaper had not contacted the Library to retrieve that information.

**URGENT AGENDA  
ITEM  
SPECIAL DISTRICT  
WORKERS  
COMPENSATION  
AUTHORITY**

It was moved by Trustee Stark, seconded by Trustee Wood to declare Agenda Item 34b an Urgent Agenda Item to nominate Placentia Library District as a member of the Special District Workers Compensation Authority's Board of Directors.

AYES: Dinsmore, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: Masters

It was moved by Trustee Stark, seconded by Trustee Dinsmore to read Resolution 99-13, by title only, A Resolution of the Board of Trustees of the Placentia Library District of Orange County Supporting the Nomination of Placentia Library District for the "Lower One-Third" Position on the Board of Directors of the Special District Workers Compensation Authority.

AYES: Dinsmore, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: Masters

It was moved by Trustee Wood, seconded by Trustee Dinsmore to adopt Resolution 99-13.

AYES: Dinsmore, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: Masters

**STAFF REPORTS**

It was moved by Secretary Masters, seconded by Trustee Stark to approve Agenda Items 35-40:

Program Committee Report for January, 2000.

Children's Services Report for January, 2000.

Placentia Library Literacy Services Report for January, 2000.

Placentia Library Web Site Report for January, 2000.

Publicity Materials produced for January, 2000.

Safety Committee Minutes for January, 2000.

AYES: Dinsmore, Shkoler, Stark, Wood

NOES: None

ABSTAIN: None

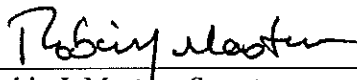
ABSENT: Masters

**AGENDA  
PREPARATION**

The March Regular Meeting will be held on March 16, 2000.

**ADJOURNMENT**

The Regular Meeting of the Board of Trustees of the Placentia Library District for February 17, 2000 adjourned at 9:10 P.M.



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Robin J. Masters, Secretary