

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
June 24, 1997**

CALL TO ORDER The Regular Meeting of the Placentia Library District Board of Trustees was called to order on June 24, 1997 at 7:36 P.M. by Trustee Sandra Stark.

ROLL CALL

Members Present: Trustees Sandra Stark, Robin Masters and Jean Pappas; and Library Director Elizabeth Minter.

Members Absent: President Dinsmore; and Trustee Ray Evans

Others Present: Principal Librarian Suad Ammar; Administrative Assistant Charlene Dumitru; and Friends of the Library President Pat Irot.

**ADOPTION OF
AGENDA**

Trustee Pappas requested that Agenda Item 36-42:
Collection Agency Service Accounts
Children's Service Report for May 1997
Publicity Materials produced for May 1997
Safety Committee Minutes for May 1977
be considered before Continuing Business.

It was moved by Trustee Pappas, seconded by Trustee Masters to adopt the Agenda as amended.

AYES:	Masters, Pappas, Stark
NOES:	None
ABSTAIN:	None
ABSENT:	Dinsmore, Evans

President Dinsmore arrived at 7:40 P. M.

MINUTES

It was moved by Trustee Pappas, seconded by Trustee Stark to approve the Minutes of the Regular Meeting of May 20, 1997 as presented.

AYES:	Dinsmore, Pappas, Stark
NOES:	None
ABSTAIN:	Masters
ABSENT:	Evans

**ORAL
COMMUNICATIONS**

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

**PRESIDENT'S
REPORT**

President Dinsmore reported that she attended the Special Districts of Orange County (ISDOC) meeting on June 22.

She also referred to articles in the June 22 issue of the Orange County Register, and the June 23 issue of the Los Angeles Times regarding tax issues and Orange County Libraries.

It was moved by Trustee Pappas, seconded by Trustee Stark to approve Library Board Memorials in the amount of \$100 apiece, in honor of Peter Irot and Erv Godwin, to be used for the purchase of reference books in a subject area specified by each family.

AYES:	Dinsmore, Masters, Pappas, Stark
NOES:	None
ABSTAIN:	None
ABSENT:	Evans

TRUSTEE REPORTS

Trustee Pappas reported that she enjoyed participating in the school visits on behalf of the Summer Reading Program. She also commented on the article in the June 17 issue of the Los Angeles Times on libraries.

Trustee Stark reported that she attended the Special Districts Workers Compensation Authority meeting on May 29. Trustee Stark also reported that she, Trustee Pappas, and Library Director Minter attended the Planned Giving Conference in Costa Mesa on May 29 and 30.

FRIENDS OF THE LIBRARY REPORT

Friends of the Library President Pat Irot reported that Border's bookstore in Brea will offer a 15% discount on most merchandise to customers presenting a Friends of Placentia Library membership card. She has contacted several other local business as to solicit similar discounts, and is waiting for their response.

Friends President Irot also reported that she on behalf of Placentia Library Foundation attended the City Council meeting of June 17 where she accepted a recognition plaque and a check for \$3,000 from Placentia Linda Hospital for the Library's participation in the Placentia Linda Hospital, City of Placentia, 5K/8K Earth Week Run. Plaques from the Library were also presented to the City of Placentia and to Placentia Linda Hospital in recognition of the event.

FOUNDATION REPORT

Trustee Stark reported that the Foundation Board has been making plans for the Annual Giving Campaign. A donor recognition reception is tentatively planned for the first week in September.

CLAIMS

It was moved by Trustee Masters, seconded by Trustee Stark to approve Agenda Items 9 through 12:

Nonstandard Claims in the amount of \$0.00
Claims forwarded by the Library Director in the amount of \$22,992.12
Current Claims and Payroll in the amount of \$55,571.13
FY 1996-1997 Cash Flow Analysis and recommendation that no funds be transferred at this time.

AYES: Dinsmore, Masters, Pappas, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

**FINANCIAL
REPORTS**

It was moved by Trustee Pappas, seconded by Trustee Masters to receive and file Agenda Items 13 through 18:

Financial Reports for May, 1997
Office General Ledger & Check Registers for May, 1997
Acquisitions Report for May, 1997
Overdue Collection Report for May, 1997
Debit Card System Reimbursement Report for May, 1997
Gifts Report for May, 1997

AYES: Dinsmore, Masters, Pappas, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

**GENERAL CONSENT
CALENDAR**

The Board requested that Agenda Item 24: Legislative reports from California Advocates, California Special Districts Association and the California Library Association; and Agenda Item 28: Ratification of the submission of a Grant Application to the State Library of California to fund a direct mailing to all Placentia residents for the Placentia Library Foundation, be considered separately.

It was moved by Trustee Masters, seconded by Trustee Stark to receive and file Agenda Items 19 through 23, 25 through 27, and 29 through 32:

Building Maintenance Report for May, 1997
Personnel Report for May, 1997 (Receive, File and Ratify Appointments)
Volunteer Report for May, 1997 (Receive & File)
Circulation Report for May, 1997 (Receive & File)
Review of Shared Maintenance Cost with the City of Placentia under the Joint Powers Authority (Receive & File)
Status report on the preparation of a Strategic Plan for Placentia Library District (Receive & File)
Submission of Application to the California Department of Education for the Federal Adult Basic Education Grant (a.k.a. 321 Grant) for the Fiscal Year 1997-1998 (Receive & File)
Report on plans for the Staff Recognition Dinner (Receive & File)
Minutes of the Independent Special Districts of Orange County for April 8 and May 13, 1997 (Receive & File)
Summary Action Minutes of the Local Area Formation Commission, February 5, March 12 and April 2, 1997 (Receive & File)

California Library Services Board Actions Taken at the May 8-9,
1997 Meeting (Receive & File)
Orange County Investment Pool (OCIP) Bankruptcy Litigation
Updates (Receive & File)

AYES: Dinsmore, Masters, Pappas, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

It was moved by Trustee Pappas, seconded by Trustee Stark to Receive and File Agenda Item 24: Legislative reports from California Advocates, California Special Districts Association and the California Library Association .

AYES: Dinsmore, Masters, Pappas, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

It was moved by Trustee Stark, seconded by Trustee Pappas to Ratify Submission, Receive and File Agenda Item 28: Ratification of the submission of a Grant Application to the State Library of California to fund a direct mailing to all Placentia residents for the Placentia Library Foundation.

AYES: Dinsmore, Masters, Pappas, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

**COLLECTION
AGENCY SERVICE
ACCOUNTS**

It was moved by Trustee Stark, seconded by Trustee Masters to authorize purchase of 100 additional collection accounts from Weldon and Associates at \$1,028.26.

AYES: Dinsmore, Masters, Pappas, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

The Board recessed for a break at 8:50 P. M. and reconvened at 8:55 P. M.

STAFF REPORTS

It was moved by Trustee Pappas, seconded by Trustee Stark to receive and file Agenda Items 36 through 40:

Program Committee Report for May, 1997
Children's Services Report for May, 1997
Publicity Materials produced for May, 1997

Placentia Library Literacy Services Report for May, 1997
Safety Committee Minutes for May, 1997

AYES: Dinsmore, Masters, Pappas, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

**REVIEW OF
LIBRARY REVENUE
ISSUES**

Library Director Minter presented a review of the material in the Board Packet.

No Board action was taken at this time.

**BUDGET FOR
FISCAL YEAR
1997-1998**

It was moved by Trustee Pappas, seconded by Trustee Stark to approve continuation of payment of regular Library expenses and payroll pending approval of the budget at the July meeting.

AYES: Dinsmore, Masters, Pappas, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

**BOARD OFFICER
SELECTION POLICY**

It was moved by Trustee Masters, seconded by Trustee Pappas to continue discussion of the Board Officer Selection Policy at the July meeting.

AYES: Dinsmore, Masters, Pappas, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

**AGENDA
PREPARATION**

Donor Recognition Policy
Board Rotation Policy

The Regular Meeting of the Board of Trustees of the Placentia Library District adjourned at 9:24 P.M.



Margaret V. Dinsmore, President

