

MINUTES
PLACENTIA LIBRARY DISTRICT
BUDGET WORK SESSION MEETING OF THE BOARD OF TRUSTEES
April 7, 2015

CALL TO ORDER President Shkoler called the Budget Work Session Meeting of the Placentia Library District Board of Trustees to order on April 7, 2015 at 5:30pm.

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

Members Absent: None

Staff Present: Jeanette Contreras-Library Director, Yesenia Baltierra-Business Manager, Diane Warner-Administrative Assistant

Guests: Katie Matas – public attendee

ADOPTION OF AGENDA It was moved by Trustee Carline and seconded by Secretary Martin to adopt the agenda as presented:

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

ORAL COMMUNICATION None

TRUSTEE & ORGANIZATIONAL REPORTS

President Shkoler had nothing to report. (Item 4)

Secretary Martin had nothing to report. (Item 4)

Trustee Carline was a guest speaker at Golden Elementary School and shared her insights about novel writing and editing. She will also participate in an event at Nixon Library to congratulate 7th grade students on passing their geography test. (Item 4)

Trustee DeVecchio had nothing to report. (Item 4)

Trustee Minter is working on an upcoming Authors Luncheon event in Tustin. She also visited with former trustee Peggy Dinsmore, and former volunteer Pat Irot. (Item 4)

BUDGET WORK SESSION Director Contreras presented the proposed Fiscal Year 2015-2017 Budget, including recommendations for amendments to the 2300 Series Policies – Job Descriptions, 6030 – Circulation Policy and 6035 – Fines and Fees Schedule. This was a continuation of discussions from the March 23rd Budget Work Session, where the Trustees requested budget revisions that would include an annual COLA for staff. To meet the Trustees’ request, Director Contreras recommends outsourcing the Business Manager responsibilities and splitting the Library Services Manager position into two separate positions: a Support Services Manager for internal library operations, and a Public Services Manager who will

oversee both the Adult and Childrens Services departments. Both positions will be recruited from current library staff. Director Contreras recommends projecting the budget for Fiscal Year 2015-2017 based on a 4% property tax increase, which includes a 2.5% COLA per year for 2015-16 and 2016-17. (Item 5)

Moved by Trustee DeVecchio and seconded by Secretary Martin to approve a 2.5% COLA per year for 2015-16 and for 2016-17, and schedule for a public hearing on April 20, 2015. A roll call vote was taken:

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

Moved by Trustee Minter and seconded by Secretary Martin to approve revisions to Policy Series 2300 – Job Descriptions, and schedule for a public hearing on April 20, 2015. A roll call vote was taken:

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

Moved by Secretary Martin and seconded by Trustee Carline to approve revisions to Policy 6030 – Circulation Policy, and schedule for a public hearing on April 20, 2015. A roll call vote was taken:

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

Moved by Trustee Minter and seconded by Secretary Martin to approve revisions to Policy 6035 – Fines & Fees Schedule (eliminating DVD rental fees, inter-library loan fees and reserve fees), and schedule for a public hearing on April 20, 2015. A roll call vote was taken:

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

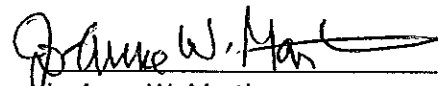
ADJOURNMENT

The April 7, 2015 Budget Work Session meeting was adjourned at 5:53pm.

The next Board of Trustees meeting will be on April 20, 2015 at 6:30pm.



Al Shkoler
President
Library Board of Trustees



Jo-Anne W. Martin
Secretary
Library Board of Trustees