



AGENDA
PLACENTIA LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR DATE MEETING

October 18, 2021

6:30 p.m.

Community Meeting Room

411 E. Chapman Avenue

Call-in Number: (669) 900-6833

Meeting ID: 850 1206 7452








Password: 046086

Mission Statement:

Placentia Library District provides lifelong learning and reading opportunities that inspire, open minds, and bring our community together.

The Centennial Vision Statement:

The Vision of the Trustees is intended to help celebrate the 100-year anniversary of the District.

-  We will be the place where the community “sees and experiences” the technical edge and premier programming.
-  We will renovate and expand our Library.
-  We will remain financially self-sufficient.
-  We will seek strong community support.
-  We will reach our community with an active marketing plan.
-  We will increase the percentage of our operating budget that supports establishing the premier collection in Orange County.
-  We will plan for maintaining our qualified and professional staff.

AGENDA DESCRIPTIONS: *The Agenda descriptions are intended to give members of the public notice and a general summary of items of business to be transacted or discussed. The Board may take any action which it deems to be appropriate on the Agenda and is not limited in any way by the notice of the recommended action.*

REPORTS AND DOCUMENTATION: *Reports and documentation relating to Agenda items are on file in the Administrative Office and the Reference Department of Placentia Library District, and are available for public inspection. A copy of the Agenda packet will be available for use during the Board Meetings. Any person having any question concerning any Agenda item may call the Library Director at 714-528-1925, Extension 200.*

PLEDGE OF ALLEGIANCE Library Board President

CALL TO ORDER

1. Call to Order Library Board President

2. Roll Call Recorder

3. Adoption of Agenda

This is the opportunity for Board members to delete items from the Agenda, to continue items, to re-order items, and to make additions pursuant to Government Code Section 54954.2(b).

Presentation: Library Director

Recommendation: Adopt by Motion

4. Oral Communications

Members of the public may address the Library Board of Trustees on any matter within the jurisdiction of the Board. Presentations by the public are limited to 5 minutes per person. Members of the public are also permitted to address the Library Board of Trustees on specific Agenda Items before and at the time that an Item is being considered by the Board. Action may not be taken on items not on the Agenda except in emergencies or as otherwise authorized. Reference: California Government Code Sections 54954.3, 54954.2(b).

TRUSTEE & ORGANIZATIONAL REPORTS

5. Board President Report - oral

The President makes announcements of general interest to the community and the Library Board of Trustees as well as conducting any ceremonial matters.

6. Trustee Reports

The Trustees make announcements of general interest to the community and the Library Board of Trustees, and report on meetings attended on behalf of the Board of Trustees.

7. Library Director Report

8. Placentia Library Friends Foundation Board of Director's Report

CONSENT CALENDAR (Items 9 – 22)

Presentation: Library Director

Recommendation: Approve by Motion

Items 9 – 22 may be considered together as one motion to approve the Consent Calendar. Items may be removed for individual consideration before the Consent Calendar is adopted. Items removed must then each have a separate motion.

MINUTES (Item 9)

9. Minutes of the September 20, 2021 Library Board of Trustees Regular Date Meeting. (Receive & File and Approve)

CASH FLOW ANALYSIS (Items 10 – 11)

10. Check Register for September 2021. (Receive & File and Approve)

11. FY2020-2021 Fund Balance through September 2021; the Schedule of Anticipated Property Tax Revenues for FY2020-2021 as provided by the Orange County Auditor. (Receive & File).

TREASURER'S REPORTS (Items 12 – 16)

12. Financial Reports for September 2021 for Placentia Library District Accounts on Deposit with the Orange County Treasurer. (Receive & File)

13. Revenue and Expenditure Reports for September 2021. (Receive & File)

14. Acquisitions Report for September 2021. (Receive & File)

15. Entrepreneurial Activities Report for September 2021. (Receive & File)

16. Library Impact Fee Report for September 2021. (Receive & File)

GENERAL CONSENT REPORTS (Items 17 – 19)

17. Personnel Report for September 2021. (Receive, File, and Ratify Appointments)

18. Circulation Report for September 2021. (Receive & File)

19. Review of Shared Maintenance Costs with the City of Placentia under the JPA. (Receive & File)

STAFF REPORTS (Items 20 – 23)

- 20. Administration Report for September 2021.
- 21. Children's Services Report for September 2021.
- 22. Adult Services Report for September 2021.
- 23. Placentia Library Web Site & Technology Report for September 2021.

NEW BUSINESS

- 24. Review and Discuss the Request for Proposal for IT Consultant Service.
- 25. Authorization to Amend the COVID Reopening Plan.
- 26. Authorization to Close the Library on December 3, 2021 for Staff Development Day.
- 27. Conference Authorization to Attend the Public Library Association Biennial Conference, March 23-25, 2022.
- 28. Approve Systems and Device Audit and Assurance Contract.
- 29. Adjustment to Compensation of Library Director.
- 30. Status on Trademark of Placentia Library District and Placentia Public Library.
- 31. Database Analysis Report by Assistant Library Director Baltierra.
- 32. IT Updates by Jeremy Yamaguchi.
- 33. Teen Program Ad Hoc Committee (TPAC) Report by Director Contreras.
- 34. Joint-Use Committee Report by President Martin.

AGENDA DEVELOPMENT

- 35. Agenda Preparation for the November Date Meeting which will be held on November 15, 2021 unless re-scheduled by the Library Board of Trustees.

ADJOURNMENT

- 36. The Library Board of Trustees will adjourn the October 18, 2021 meeting.

*****CERTIFICATION OF POSTING*****

I, Alyssa Stolze, Executive Assistant of the Placentia Library District, hereby certify that the Agenda for the October 18, 2021 Regular Date Meeting of the Library Board of Trustees of the Placentia Library District was posted on October 14, 2021.



Alyssa Stolze, Executive Assistant