

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
December 18, 2006**

CALL TO ORDER President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on December 18, 2006, at 6:3 P.M.

ROLL CALL **Members Present:** President Al Shkoler, Secretary Jean Turner, Trustees Betty Escobosa, Richard DeVecchio, and Gaeten Wood; and Library Director Elizabeth Minter.

Members Absent: None

Others Present: Public Services Manager/Literacy Coordinator Jim Roberts, Technology Manager Vernon Napier.

ADOPTION OF AGENDA It was moved by Trustee Wood, and seconded by Trustee DeVecchio to adopt the Agenda as printed.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

ORAL COMMUNICATIONS No members of the public addressed the Board.

PRESIDENT REPORT President Shkoler reported his attendance to several programs and events.

OATH OF ELECTED OFFICERS Trustee Escobosa was sworn in as Placentia Library District Board of Trustees.

TRUSTEE REPORTS The Trustees reported their attendance to several programs and events.

FOUNDATION Trustee DeVecchio reported that the Donor Reception is December 1, 2006. The next Foundation Board Meeting is scheduled for December 6, 2006. The Investment Committee Chairperson will be changed to Trustee DeVecchio.

CONSENT CALENDAR It was moved by Secretary Turner and seconded by Trustee Wood to approve items 10-43 as amended;

MINUTES Minutes of the November 20, 2006 Library Board of Trustees Regular Meeting and the November 20, 2006 Library Board of Trustees Work Session.

CLAIMS Claims 4937, 4934, and 4935 by Minter/Shkoler, 4936 by Minter/DeVecchio for a total of \$25,372.96 from Fund 707.

Current Claims 4937, 4938, 4939, 4940, and 4941 for a total of \$110,200.52 for the Fiscal Year 2006-2007 and Payroll #14 (1/3/07) for \$39,072.00 and #15 (1/17/07) for \$78,144.00 for a combined total of \$188,364.52.

FY2006-2007 Cash Flow Analysis through December 18, 2006 and the Schedule of Anticipated Property Tax Revenues for FY2006-2007 as Provided by the Orange County Auditor and recommendation that no funds be transferred at this time.

**FINANCIAL
REPORTS**

Financial Reports for November 2006

Office General Ledger & Check Registers for November 2006

Acquisitions Report for November 2006

Entrepreneurial Report for November 2006

Collection Agency Report for November 2006

Gifts Report for November 2006

**GENERAL CONSENT
CALENDAR**

Building Maintenance for November 2006

Personnel Report for November 2006

Volunteer Report for November 2006

Circulation Report for November 2006

Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority

Legislative Alerts from the California Special Districts Association and the California library Association

Status Report on Partnerships with Community Organizations

Status Report on Active Grant Applications

Poet Laureate Report

Highsmith Library Innovation Award application submitted by Placentia Library Literacy Services. The award will be announced and presented at the American Library Association Midwinter Meeting in January in Seattle.

Special Districts Financial Transactions Report for Placentia Library District for Fiscal Year 2005-2006 as prepared by Moreland & Associates, CPA, and submitted to the California State Controller's Office on September 26, 2006.

Certificate of Appreciation from the City of Placentia for Placentia Library District's support of the 2006 Heritage Festival and Parade.

Draft of the Orange County Local Agency Formation Commission Municipal Service Review (for itself) and an invitation and Instruction for responses to be submitted prior to the LAFCO Strategic Planning session scheduled for January 26, 2006.

Notification from the Orange County Council of Governments (OCCOG) regarding interim staff supports through June 2007 with Dennis Wilberg, City of Mission Viejo City Manager serving as the OCCOG Interim Executive Director.

AYES: Shkoler, Turner, DeVecchio, Escobosa
NOES: None
ABSTAIN: Wood
ABSENT: None

STAFF REPORTS

Director's Report for November 2006

Program Committee Report for November 2006

Children's Services Report for November 2006

Placentia Library Literacy Services Report for November 2006

Reference and Adult Services Report for November 2006

History Room Report for November 2006

Placentia Library Web Site Report for November 2006

Technology Report for November 2006

Publicity Materials produced for November 2006

Safety Committee Minutes for November 2006

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

LIBRARY DIRECTOR'S SALARY/GOALS & REVISION OF EXEMPT SALARY SCHEDULE

It was moved by Trustee Wood and seconded by Trustee DeVecchio to Set Library Director's salary at \$104,707.20 effective July 1, 2006 and authorize payment of retroactive pay to correct the rate,

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Trustee DeVecchio and seconded by Trustee Wood to adopt the Placentia Library District Salary Schedule for Exempt Employees for Fiscal Year 2006-2007 as revised December 18, 2006

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Trustee DeVecchio and seconded by Trustee Escobosa to read Resolution 07-03 by title only: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Salaries for the Exempt Employees of the District for Fiscal Year 2006-2007,

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Trustee DeVecchio and seconded by Trustee Escobosa to adopt Resolution 07-03 by roll call vote,

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

President Shkoler recommended that the Trustees and the Library Director meet as soon as possible to discuss collaboration of Library Director Goals.

It was moved by Trustee Wood and seconded by Trustee Escobosa to approve the Library Director's contract as amended,

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

**ELECTION OF
BOARD MEMBERS**

It was moved Trustee Wood and Seconded by Secretary Turner to nominate President Shkoler for President,

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

It was moved Trustee Wood and seconded by Trustee Escobosa to nominate Secretary Turner for Secretary,

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

**APPOINTMENT OF
LIBRARY BOARD
REPRESENTATIVES
FOR 06-07**

Independent Special Districts of Orange County (ISDOC) – Turner
Special District Local Area Formation Commission (LAFCO) - Turner
Placentia Civic Center Authority Commission – Shkoler/Escobosa
Orange County Council of Governments – Wood

**BOARD MEETING
DATES FOR
CALENDAR YEAR
2007**

It was moved by Trustee Escobosa and seconded by Trustee DeVecchio to read Resolution 07-04 by title only: A Resolution of the Board of Trustees of Placentia Library District of Orange County to Establish the Board of Trustee Regular Meeting Dates for Calendar Year 2007,

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Trustee Wood and seconded by Trustee Escobosa to adopt Resolution 07-04 by roll call vote,

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

**REVISED BUDGET
FORMS FOR FY
2006/2007**

It was moved by Trustee Wood and seconded by Secretary Turner to receive and file the spreadsheets for Revenues and Expenditures for Fiscal Year 2005-2006 and 2006-2007 and the Revised Budget Forms for Funds 702, 703, 706, 707 and 708 as submitted by the Library Director to the Office of the Orange County Auditor on November 15, 2006,

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Trustee Wood and seconded by Trustee DeVecchio to read Resolution 07-05 by title only: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Adjust the Fiscal Year 2006-2007 Budgets for the Placentia Library District of Orange County to reflect the adjustments in the final Financial Statement

issued by the Office of the Orange County Auditor on July 31, 2006,

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Trustee Wood and seconded by Trustee Escobosa to adopt Resolution 07-05 by roll call vote,

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

**POLICY MANUAL
REVIEW**

President Shkoler established a worksession on Thursday, January 11, 2007 at 3:00P.M. in the History Room to review the Policy Manual.

**FRIENDS OF
PLACENTIA
LIBRARY
REORGANIZATION
PROCESS**

Trustee DeVecchio reported that the new organization will be creating the by-laws and encourages the Board of Trustees to be involved in the development of the by-laws.

**AGENDA
PREPARATION**

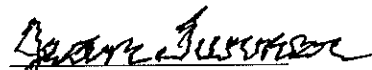
Agenda Preparation for the November Regular Meeting will be held on Monday, January 15, 2007 at 6:30 P.M.

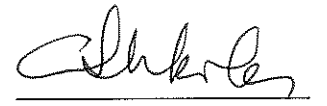
ADJOURMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for December 18, 2006 adjourned at 8:22 P.M.

NEXT MEETING

The January Library Board Meeting will be held on Monday, January 15, 2006 at 6:30 P.M. in the Library History Room.


Jean Turner
Secretary
Library Board of Trustees


Al Shkoler
President
Library Board of Trustees