

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
January 21, 1997**

- CALL TO ORDER** The Regular Meeting of the Placentia Library District Board of Trustees was called to order on January 21, 1997 at 5:14 P.M. by President Peggy Dinsmore.
- ROLL CALL** **Members Present:** President Peggy Dinsmore; Secretary Sandra Stark; Trustees Robin Masters and Jean Pappas; and Library Director Elizabeth Minter.
- Members Absent:** Trustee Ray Evans
- Others Present:** Principal Librarian Suad Ammar; Administrative Assistant Charlene Dumitru; and Friends of Placentia Library President Pat Irot.
- ADOPTION OF AGENDA** President Dinsmore requested that Agenda Items 4 through 7:
 Election of Board Officers,
 Election of Board Representatives to the Placentia Library Foundation Board of Directors;
 Election of Board Representative to the Independent Special Districts of Orange County; and
 Selection of Date and Time for Regular Board Meetings for 1997 be deferred until after arrival of Trustee Ray Evans, and that Agenda Item 32, Discussion of Rotation System for Library Board Offices be addressed before the Election of Officers.
- It was moved by Trustee Masters, seconded by Secretary Stark to adopt the Agenda as amended.
- AYES: Dinsmore, Stark, Masters, Pappas
 NOES: None
 ABSTAIN: None
 ABSENT: Evans
- MINUTES** It was moved by Trustee Pappas, seconded by Trustee Masters to defer Minutes of the Regular Meeting of November 19, 1996 until the February Regular Meeting.
- AYES: Dinsmore, Stark, Masters, Pappas
 NOES: None
 ABSTAIN: None
 ABSENT: Evans
- ORAL COMMUNICATIONS** No members of the public requested to address the Board at this time.

PRESIDENT'S REPORT

President Dinsmore congratulated Pat Irot on being chosen Citizen of the Year by the Placentia Chamber of Commerce.

President Dinsmore reported that she spoke with Representatives Ackerman and Royce at their offices regarding library support.

President Dinsmore also attended the Southern California Library Literacy Network (SCLLN) meeting on January 21, 1997 at Rancho Santiago College and was impressed with a computerized interactive display promoting literacy programs. She said State Library Literacy Director Al Bennet gave an excellent presentation at the meeting.

FRIENDS OF THE LIBRARY REPORT

Friends of the Library President Pat Irot reported that plans for the annual Author's Luncheon were in progress. Celebrity waiter aprons are being prepared by Friends members. She reported that the Annual Meeting of the Friends will be held on April 16. The Friends are planning to host a second annual Volunteer Workshop but a date has not yet been determined. The annual membership drive has been successful. The Friends have suggested a sign-up sheet at the Circulation Desk for Library supporters.

Friends President Irot reported that Library Volunteer Dixie Shaw was named Woman of the Year by the North Orange County Business and Professional Women's Organization.

CLAIMS

It was moved by Trustee Masters, seconded by Secretary Stark to approve Agenda Items 12 through 14:

Nonstandard Claims in the amount of \$0.00
Claims forwarded by the Library Director in the amount of \$27,599.79
Current Claims and Payroll in the amount of \$97,425.38.

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

It was moved by Trustee Masters, seconded by Trustee Pappas to authorize transfer of \$90,000 from FUND 707 (General Fund) to FUND 706 (Bond Redemption Fund) to reverse the transfers made in September, October, and November, 1996.

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

**FINANCIAL
REPORTS**

It was moved by Trustee Pappas, seconded by Trustee Evans to receive and file Agenda Items 17 through 22:

Office General Ledger & Check Registers for November and December, 1996
County of Orange Investment Pool Portfolio Summaries, as prepared by Solomon Brothers Asset Management, Inc., for November, 1997
Acquisitions Report for November and December, 1996
Overdue Collection Report for November and December, 1996
Debit Card System Reimbursement Report for November and December, 1996
Gifts Report for November and December, 1996

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

Trustee Evans arrived at 5:45 P. M.

It was moved by Trustee Pappas, seconded by Secretary Stark to receive and file Agenda Item 16, Financial Reports for November and December, 1996.

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

**GENERAL CONSENT
CALENDAR**

It was moved by Trustee Pappas, seconded by Trustee Masters to receive Agenda Items 23-29:

Building Maintenance Report for November and December, 1996 (Receive & File)
Personnel Report for November and December, 1996 (Receive, File and Ratify Appointments)
Volunteer Report for November and December, 1996 (Receive & File)
Circulation Report for November and December, 1996 (Receive & File)
Review of Shared Maintenance Cost with the City of Placentia under the Joint Powers Authority (Receive & File)
Legislative reports from California Library Association and the California State Library. (Receive & File)
Status report on the Orange county Investment Pool (OCIP) issues in the Orange County bankruptcy case as prepared by Patrick C. Shea, Attorney of Record, Pillsbury, Madison & Sutro, LLP. (Receive & File)

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

It was moved by Trustee Pappas, seconded by Secretary Stark to authorize signature cards for all Placentia Library District accounts with the Orange County Auditor, Bank of America, Sanwa Bank and Bank of California to be signed by Trustees and the Library Director.

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

It was moved by Trustee Pappas, seconded by Secretary Stark to authorize Literacy Fund Checking Account 0938-15439 to be closed and all funds transferred into Placentia Library District Literacy Fund Savings Account 0935-19338 at Sanwa Bank; and authorize the signature of documentation necessary to affect this closure and transfer of funds.

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

**DISCUSSION OF
ROTATION SYSTEM
FOR LIBRARY
BOARD OFFICERS**

No Board action was taken.

**ELECTION OF
BOARD OFFICERS**

Library Director Minter opened nominations for Board President.

It was moved by Secretary Stark, seconded by Trustee Evans to nominate President Dinsmore as President of the Board of Trustees. No other nominations were made. Library Director Minter instructed Secretary Stark to cast a unanimous ballot in favor of President Dinsmore.

President Dinsmore opened nominations for Board Secretary.

It was moved by Secretary Stark, seconded by Trustee Masters to nominate Trustee Evans as Secretary of the Board of Trustees. No other nominations were made. President Dinsmore instructed Secretary Stark to cast a unanimous ballot in favor of Secretary Evans.

**ELECTION OF
BOARD
REPRESENTATIVES
TO THE PLACENTIA
LIBRARY
FOUNDATION
BOARD OF
DIRECTORS**

It was moved by Trustee Masters, seconded by Secretary Evans to nominate Trustee Stark as Board Representative to the Placentia Library Foundation Board of Directors.

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

It was moved by President Dinsmore, seconded by Trustee Stark, to nominate Trustee Pappas as Board Representative to the Placentia Library Foundation Board of Directors.

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

**ELECTION OF
BOARD
REPRESENTATIVE
TO THE
INDEPENDENT
SPECIAL DISTRICTS
OF ORANGE
COUNTY**

It was moved by Trustee Pappas, seconded by Trustee Stark to nominate President Dinsmore as Board Representative to the Independent Special Districts of Orange County.

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

**SELECTION OF
DATE AND TIME
FOR REGULAR
MEETINGS OF THE
BOARD OF
TRUSTEES**

It was moved by Secretary Evans, seconded by Trustee Masters that the Regular Meetings of the Board of Trustees will be held on the third Tuesday of each month at 7:00 P. M.

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

**PREPARATION OF A
STRATEGIC PLAN
FOR PLACENTIA
LIBRARY DISTRICT**

It was moved by Trustee Stark, seconded by Trustee Masters to appoint President Dinsmore as the Planning Committee Chair and to authorize the Library Director to request that the Friends of Placentia Library and the Placentia Library Foundation select representatives to serve on the Planning Committee, and that their Boards plan to participate in Committee activities as a group and to develop strategic plans for their own organizations at the same time.

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

**REINVESTMENT OF
CERTIFICATES OF
DEPOSIT FOR THE
PAYROLL FUND**

It was moved by Trustee Pappas, seconded by Trustee Stark to reinvest the Certificates of Deposit at California State Bank in the same configuration with the addition of a \$2,500 Certificate to be purchased from the Savings Account balance.

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

STAFF REPORTS

It was moved by Trustee Pappas, seconded by Trustee Evans to receive and file Agenda Items 35 through 39:

Program Committee Report for Month of November and
December, 1996
Children's Services Report for Month of November and December,
1996

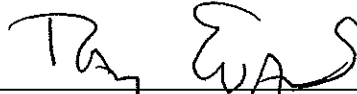
Publicity Materials produced for the Month of November and
December, 1996
Placentia Library Literacy Services Report for Month of
November and December, 1996
Safety Committee Minutes for November and December, 1996

**FEBRUARY BOARD
MEETING**

It was moved by Trustee Pappas, seconded by Trustee Stark to reschedule
the February Board Meeting to February 25, 1997 at 7:00 P. M.

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

The Regular Meeting of the Board of Trustees of the Placentia Library
adjourned at 7:05 P. M.



Ray Evans, Secretary