

**MINUTES  
PLACENTIA LIBRARY DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
October 18, 2000**

**CALL TO ORDER**

The Regular Meeting of the Placentia Library District Board of Trustees was called to order on October 18, 2000 at 7:37 P.M. by Secretary Masters.

**ROLL CALL**

**Members Present:** Secretary Robin Masters, Trustees Peggy Dinsmore, and Gaeten Wood; and Library Director Elizabeth Minter.

**Members Absent:** President Al Shkoler and Trustee Sandra Stark

President Shkoler arrived at 7:39 P.M.

**Others Present:** City of Placentia Management Analyst Kris Gundel; Library Trustee Designee Geoff Braun, Public Services Manager Jim Roberts; and Administrative Assistant Wendy Goodson.

**ADOPTION OF  
AGENDA**

It was moved by Trustee Wood, seconded by Trustee Dinsmore to adopt the Agenda as printed.

AYES:	Dinsmore, Masters, Shkoler, Wood
NOES:	None
ABSTAIN:	None
ABSENT:	Stark

**MINUTES**

It was moved by Trustee Dinsmore, seconded by Trustee Wood to approve the Minutes of the September 20, 2000 Regular Meeting as printed.

AYES:	Dinsmore, Masters, Shkoler, Wood
NOES:	None
ABSTAIN:	None
ABSENT:	Stark

**ORAL  
COMMUNICATIONS**

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

**PRESIDENT'S  
REPORT**

No report at this time.

**TRUSTEE REPORTS**

Trustee Stark arrived at 7:43 P.M.

Trustee Dinsmore reported the Annual Heritage Day Parade on October 14, 2000 was a tremendous success.

Trustee Stark attended the September 26-27, 2000, Special District Worker's Compensation Authority Board Meeting in Monterey, CA. The organization is pushing to increase membership and looking for increases in insurance coverages.

**LIBRARY  
DIRECTOR'S  
REPORT**

Library Director reported that the Friends approved allocation of \$5,500.00 towards the library chair reupholstery project being coordinated by Trustee Wood.

**FRIENDS REPORT**

The Friends will have their booksales the 2<sup>nd</sup> Sunday of every month beginning November 12, 2000.

**FOUNDATION  
REPORT**

Trustee Wood reported that the Foundation Board of Directors met on October 12, 2000. The Donor Reception will be on November 3, 2000.

**CLAIMS**

It was moved by Trustee Dinsmore, seconded by Secretary Masters to approve Agenda Items 10 through 13:

Nonstandard Claims in the amount of \$0.00

Claims 3972, 3973, 3974, and 3975 forwarded by the Library Director for a total of \$8,648.38.

Current Claims 3978, 3979, 3980, and 3981 for \$23,593.49; and Payroll Claims 3976 for \$24,513 and 3977 for \$24,513.00 for a combined total of \$72,619.49.

FY2000-2001 Cash Flow Analysis through October 18, 2000 and recommendation that the Orange County Treasurer be instructed to transfer \$10,000 from Fund 706 (Bond Redemption) to Fund 707 (General Fund).

**FINANCIAL  
REPORTS**

It was moved by Trustee Dinsmore, seconded by Secretary Masters to receive and file Agenda Items 14 through 19:

Financial Reports for September, 2000

Office General Ledger & Check Registers for September, 2000

Acquisitions Report for September, 2000

Overdue Collection Report for September, 2000

Debit Card System Reimbursement Report for September, 2000

Gifts Report for September, 2000

AYES: Dinsmore, Masters, Shkoler, Stark, Wood

NOES: None

ABSTAIN: None  
ABSENT: None

**GENERAL CONSENT  
CALENDAR**

It was moved by Trustee Dinsmore, seconded by Trustee Wood to receive and file Agenda Items 20-28:

Building Maintenance Report for September 2000. (Receive & File)

Personnel Report for September 2000 (Receive, File and Ratify Appointments)

Volunteer Report for September 2000 (Receive & File)

Circulation Report for September 2000 (Receive & File)

Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of September 5, 2000

Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority (Receive & File)

Legislative Reports from the California Special District Association and the California Library Association (Receive & File)

AYES: Dinsmore, Masters, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

**PROPERTY TAX  
ISSUES**

Library Director reported that she requested an appointment with Mike Gotch, Governor Davis' Legislative Affairs Secretary, to discuss future action that may be taken to offset the property tax shift for all independent and county dependent library districts.

**ROOF  
REPLACEMENT  
PROJECT**

The City of Placentia's Management Analyst Kris Gundel presented the Specification Document and Schedule for the Roof Replacement Project as developed by City staff.

It was moved by Trustee Wood, seconded by Trustee Stark to approve the Specification Document for the Roof Replacement.

AYES: Dinsmore, Masters, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

The Special Meeting to Award Bids for the Roof Replacement Project is scheduled for November 29, 2000 at 6:30P.M.

**PLACENTIA CIVIC  
CENTER  
AUTHORITY**

Library Director reported the Placentia Civic Center Authority will have a Special Meeting to discuss exterior renovation on November 14, 2000. President Shkoler has been requested to attend.

**SEISMIC RETROFIT  
PROJECT**

Library Director reported that the Seismic Retrofit Project will begin in October 2000. The cost to the District of the final phase is \$15,904.00. The District is responsible for any additional costs not reimbursed by FEMA. The original estimate from the City for this phase of the project was \$10,000 and that is the amount that was budgeted for FY00-01 in Fund 707. The additional cost will need to be absorbed from the remaining line items in the budget.

It was moved by Secretary Masters, seconded by Trustee Wood to approve Cooperative Agreement for Seismic Retrofit Construction Phase and Oversight Costs with the City of Placentia Library District; and authorize signature of Agreement by Library Board President.

AYES: Dinsmore, Masters, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

**SECRETARY  
MASTERS  
RETIREMENT**

Secretary Masters will retire from the Library Board effective December 1, 2000. He requested that any activity and budget approved towards his retirement event be spent on the purchase of books for the Library, specifically for Adult History (900) books.

It was moved by Trustee Stark, seconded by Trustee Wood to purchase \$500.00 of Adult History Books from the County Exempt Library Board Fund in commemoration of Secretary Masters Retirement.

AYES: Dinsmore, Masters, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

**STAFF REPORTS**

It was moved by Secretary Masters, seconded by Trustee Stark to approve Agenda Items 34-39:

AYES: Dinsmore, Masters, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

Program Committee Report for September, 2000.

Children's Services Report for September, 2000.

Placentia Library Literacy Services Report for September, 2000.

Placentia Library Web Site Report for September, 2000.

Publicity Materials produced for September, 2000.

Safety Committee Minutes for September, 2000.

AYES: Dinsmore, Masters, Shkoler, Stark, Wood

NOES: None

ABSTAIN: None

ABSENT: None

**CLOSED  
SESSION**

Closed Session was conducted at 8:30 P.M. to discuss personnel matters.

Closed Session was adjourned at 9:25 P.M.


The November Regular Meeting will be held on November 15, 2000.

**AGENDA  
PREPARATION**

No action taken on this item.

**ADJOURNMENT**

The Regular Meeting of the Board of Trustees of the Placentia Library District for October 18, 2000 adjourned at 8:30 P.M.

  
Robin J. Masters, Secretary