

**MINUTES  
PLACENTIA LIBRARY DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
August 1, 2002**

**CALL TO ORDER**                      President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on August 1, 2002 at 2:08 P.M..

**ROLL CALL**                              **Members Present:** President Al Shkoler; Secretary Geoff Braun; Trustee Gaeten Wood; Trustee Sandra Stark and Library Director Elizabeth Minter.

**Members Absent:** Trustee Peggy Dinsmore.

**Others Present:** Interim Administrative Assistant Erin M. Fregeau, Friends Board Representative Eleanore Rankin.

**ADOPTION OF AGENDA**                      It was moved by Secretary Braun, seconded by Trustee Wood to adopt the Agenda as printed.

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

Trustee Dinsmore arrived at 2:10 P.M.

**MINUTES**                              Friends Board Member Rankin requested that the Minutes of the June 19, 2002 Regular Meeting be corrected on page 4 to state a "grant" was requested, not a "gront". Trustee Wood requested that page 6 be corrected from 2,8% to 2.8%. Trustee Stark requested that on page 7 her name be eliminated from AYES due to her absence from the meeting.

It was moved by Trustee Wood, seconded by Secretary Braun to approve the Minutes of the June 19, 2002 Regular Meeting as corrected.

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

**ORAL COMMUNICATIONS**              No members of the public requested to address the Board.

**PRESIDENT'S REPORT**                      President Shkoler did not address the Board.

**TRUSTEE'S REPORT**                      Trustee Stark informed the board of the merging of insurance information groups. By the end of the summer, a reorganization of the insurance groups will take place forming a new board structure. This includes a revision changing the committee district holding position to

an individual holding position. Members of the insurance groups will have the choice whether to approve this new structure and merge or to decline it and drop out of the program.

**LIBRARY  
DIRECTORS  
REPORT**

Library Director Minter announced the hiring of two new employees, Amnah Darwish, Circulation Supervisor and Erin Fregeau, substitute and Interim Administrative Assistant.

Library Director Minter then deferred her report to the financial issues.

**FRIENDS OF  
PLACENTIA  
LIBRARY**

Friends Board Member Rankin reported that the silent auction set up in the lobby of the library made \$95 for the volunteer program. She also reported that all volunteer hours scheduled during library hours were filled within a month.

**HISTORY ROOM  
COMMITTEE  
REPORT**

No one was present to represent the Placentia Library Placentia History Room Committee.

**CLAIMS**

It was moved by Trustee Wood, seconded by Trustee Stark to approve Agenda Items 9 through 12.

Nonstandard Claims: No Nonstandard Claims were presented.

Forwarded by the Library Director:

FY 2001-2002: Claims 4275, 4276, 4277, 4278, 4279 and 4280 for a total of \$18,029.52.

FY 2002-2003: Claims 4281, 4282, 4283, 4284, 4285, 4286, 4287, 4288, 4289, 4290, and 4291 for a total of \$52,781.83.

Payroll Claims: 4293 for \$27,735.00, 4294 for \$27,735.00 and 4295 for \$27,735.00 for a subtotal for Payrolls of \$83,205.00.

A total for all claims and payroll is \$154,016.35.

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

**FINANCIAL  
REPORTS**

It was moved by Trustee Stark, seconded by Trustee Dinsmore to receive and file Agenda Items 13 through 18:

Financial Reports for June 2002

Acquisitions Report for FY 2001-2002

Collection Agency Report for July 2002

Debit Card System Reimbursement Report for June 2002

Gifts Report for June 2002

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

**GENERAL  
CONSENT  
CALENDAR**

It was moved by Trustee Wood, seconded by Trustee Stark to receive and file Agenda Items 19-27

Building Maintenance Report for June 2002. (Receive & File)

Personnel Report for June 2002 (Receive, File & Ratify Appointments)

Volunteer Report for June 2002 (Receive & File)

Circulation Report for July 24, 2002 (Receive & File)

Status Report on the Two Percent Assessment Appeals Case dated July 24, 2002. (Receive & File)

State Budget Update dated July 19, 2002. (Receive and File)

Memo dated June 14, 2002, from the Local Area Formation Commission (LAFCO), Orange County, regarding the final budget for FY 2002-2003. (Receive & File)

Status Report on Staff Appreciation Dinner scheduled for Thursday, August 8, 2002, at 6:30 PM at the home of Sandra and Allan Stark. (Receive and File)

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

Break was taken from 2:46 P.M. to 3:05 P.M..

**LEGISLATIVE**

Library Director Minter reported that there is still no action taken on the State Budget. She also reported that Board members will soon directly

**ISSUES**

receive emails from the library of CA board meeting. The meeting covered several issues of interest that will be in the emails.

**OPERATING  
BUDGET**

Library Director Minter reported that there have been no changes in the status of the budget since the last meeting. She also reported a property tax increase of 8% in the city of Placentia.

**DIRECTORS  
ANNUAL REPORT**

The Directors Annual Report was discussed in closed session. It was reviewed, received and filed.

**HUNSAKER  
MEMORIAL**

It was agreed to place a plaque in the children's area near the artwork by Mrs. Hunsaker in memoriam of both Mr. And Mrs. Hunsaker. In addition to this, books will be purchase in their name.

**STAFF REPORTS**

It was moved by Trustee Dinsmore, seconded by Secretary Braun to approve Agenda Items 31-36.

Program Committee Report for June 2002.

Children's Services Report for July 17, 2002.

Placentia Library Literacy Services Report for July 9, 2002.

Placentia Library Web Site Report for July 24, 2002.

Publicity Materials produced for June 2002.

Safety Committee Minutes for June 2002.

AYES: Braun, Dinsmore, Shkoler, Stark, Wood

NOES: None

ABSTAIN: None

ABSENT: None

**AGENDA  
PREPARATION**

The August Agenda is to include a public hearing of the budget.

**AUGUST MEETING  
ADJOURNMENT**

The August Regular Library Board Meeting will be held on Wednesday, August 21, 2002 at 6:30 P.M. in the Library Conference Room.

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Geoff Braun  
Secretary  
Library Board of Trustees