

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
DECEMBER 19, 1994**

CALL TO ORDER

The Regular Meeting of the Placentia Library District Board of Trustees was called to order on December 19, 1994 at 7:30 P.M. by President Margaret Dinsmore.

ROLL CALL

Members Present: President Margaret Dinsmore; Secretary Sandra Stark; Trustees Ray Evans, Robin Masters, and Al Shkoler; and Library Director Elizabeth Minter.

Members Absent: None

Others Present: Administrative Assistant Charlene Dumitru.

**ADOPTION OF
AGENDA**

It was moved by Trustee Evans, seconded by Trustee Shkoler to adopt the Agenda as presented.

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

OATH OF OFFICE

The Oath of Office for Public Officers and Employees was administered by Library Director Minter to Trustees Evans, Masters and Stark.

**ELECTION OF
BOARD OFFICES**

President Dinsmore asked Library Director Minter to conduct the election for the office of President.

It was moved by Trustee Evans, seconded by Trustee Masters to elect Margaret V. Dinsmore as President of the Board of Trustees.

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

President Dinsmore conducted the election for the office of Secretary.

It was moved by Trustee Shkoler, seconded by Trustee Masters to elect Sandra M. Stark as Secretary of the Board of Trustees.

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

MINUTES

It was moved by Trustee Evans, seconded by Trustee Shkoler that the Minutes of the Regular Meeting of the Board of Trustees of November 14, 1994, be approved as presented.

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

ORAL COMMUNICATIONS

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

BOARD PRESIDENT'S REPORT

President Dinsmore reported that the Placentia Pride Committee will present the next legal seminar on January 12, 1994. Attorney Keith de Brucky will be the featured speaker. She invited all trustees to attend.

President Dinsmore also reported that pianist Anne Patrick has agreed to play the piano at the Authors' Luncheon on January 28, 1994. All Trustees were reminded to continue their ticket sales for the luncheon.

FRIENDS OF THE LIBRARY

Secretary Sandra Stark referred to the Friends of the Library report in the Board packet. She reported that the Placentia Library Foundation Board made a request to the Friends to share in the proceeds from the luncheon and the Friends' Board agreed to a division of profits.

LITERACY VOLUNTEERS OF AMERICA

President Dinsmore referred to the Literacy Volunteers of America report in the Board packet. She reported that a Literacy Intern may be available through California State University, Fullerton to work on LVA projects. She also reported that this year's holiday party is scheduled for January 30, 1994.

FY94-95 BUDGET

Library Director Minter presented an oral report regarding the position of the Placentia Library District in relationship to the Bankruptcy Declaration by Orange County on December 6, 1994, subsequent to the collapse of the Orange County Investment Pool.

It was moved by Trustee Shkoler, seconded by Trustee Evans that pursuant to California Government Code Section 54956.9 the Board go into closed session to discuss whether the District, based on existing facts and circumstances, needs to initiate litigation as a result of the Orange County Investment Pool Bankruptcy filing.

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

The Board went into closed session at 8:09 P.M.

The Board reconvened in open session at 8:52 P.M.

Library Director Minter reported that the closed session resulted in no motions and no action begin taken.

It was moved by Trustee Shkoler, seconded by Trustee Evans to read Resolution 94-10, A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Declare a Financial Emergency, Discontinue the Transfer of Local Revenues to the Orange County Treasurer, and Increase the General Fund Petty Cash Account to \$10,000.

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

It was moved by Trustee Shkoler, seconded by Trustee Evans to adopt Resolution 94-10. Resolution was adopted by roll call vote:

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

It was moved by Secretary Stark, seconded by Trustee Evans to receive and file the 30/60/90 Day Cash Flow Estimate as proposed and submitted to the Orange County Treasurer's Office on December 19, 1994.

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

Trustee Shkoler agreed to discuss the consortium proposed by the Metropolitan Water District of Orange County and the Yorba Linda Water District with several of the Directors of the Yorba Linda Water District.

President Dinsmore agreed to attend the meeting of the Independent Special Districts of Orange County scheduled for December 21, 1994.

It was the unanimous consensus of the Board that the Library will prepare and distribute an information flyer for the public service desks.

It was the unanimous consensus of the Board to endorse the Library Director's recommendation to freeze discretionary expenses until further review at the January Board Meeting.

The Board of Trustte recessed for break at 9:02 P.M. and reconvened at 9:14 P.M.

CLAIMS

It was moved by Trustee Shkoler, seconded by Trustee Masters 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 \$6,792.56; and Current Claims and Payroll in the amount of \$67,027.73.

AYES: Dinsmore, Stark, Evans, Shkoler, West
NOES: None
ABSTAIN: None
ABSENT: None

**FINANCIAL
REPORT**

It was moved by Trustee Shkoler, seconded by Trustee Evans to approve Agenda Items 15 through 19: Financial Reports for November, 1994; Office General Ledger & Check Registers for November, 1994; Overdue Collection Report for November, 1994; Debit Card System Reimbursement Report for November, 1994; and Gifts Report for November, 1994.

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

**GENERAL
CONSENT
CALENDAR**

It was moved by Trustee Shkoler, seconded by Trustee Evans to receive, file and approve Agenda Items 20 through 26: Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority (Receive & File); Building Maintenance Report for November, 1994 (Receive & File); Personnel Report for November, 1994 (Receive, File and Ratify Appointments); Volunteer Report for November, 1994 (Receive & File); Circulation Report for November, 1994 (Receive & File); Submission of Grant Application to the U.S. Department of Education of \$34,471 for a project entitled, "Literacy Works", a pilot literacy program that will prepare functionally illiterate adults to enter the workforce (Receive, File & Ratify Submission); and Review of Status of the LSCA Title II Handicapped Remodeling Project (Receive & File).

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

**APPOINTMENT OF
DISTRICT
REPRESENTATIVES
TO AFFILIATED
ORGANIZATIONS**

It was moved by Trustee Evans, seconded by Trustee Masters to appoint Trustee Shkoler and reaffirm appointment of Secretary Stark to serve on the Placentia Library District Foundation Board.

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

It was moved by Trustee Masters, seconded by Trustee Shkoler to appoint President Dinsmore and Trustee Evans to serve as representatives to the Civic Center Authority.

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

It was moved by President Dinsmore, seconded by Trustee Masters to reappoint Dr. Ted Farkas as representative to the Santiago Library System Advisory Board.

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

**SELECTION OF
PAYROLL VENDOR
FOR 1995
STAFF REPORTS**

It was moved by Trustee Shkoler, seconded by Trustee Evans that the Library will retain Paychex as its payroll vendor with conversion to Paychex's automated payroll system for 1995.

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

**AUTHORIZATION
OF BANK
ACCOUNT AND
ORANGE COUNTY
AUDITOR
SIGNATURE CARDS**

It was moved by Trustee Shkoler, seconded by Trustee Evans that the Board of Trustees Secretary Sandra M. Stark be authorized to certify new signature cards for all the Library District accounts held at Sanwa Bank, Landmark Bank and Bank of America for signatories Margaret V. Dinsmore, Sandra M. Stark, Ray Evans, Robin J. Masters, and Al Shkoler; that Library Director Elizabeth D. Minter be included as a signatory for all checking and savings accounts; and that all accounts require two signatures except for checking account checks for less than \$150.00 which require only one signature.

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

STAFF REPORTS

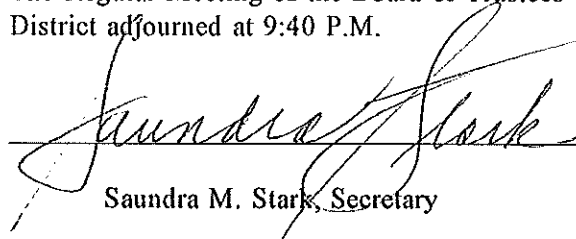
It was moved by Trustee Shkoler, seconded by Trustee Evans to receive and file Agenda Items 30 through 36: Acquisitions Report for November, 1994; Program Report for Month of November, 1994; Children's Services Report for Month of November, 1994; Publicity Materials produced for the Month of November, 1994; Placentia Library Literacy Services Report for Month of November, 1994; Families for Literacy Project Report for the Month of November, 1994; and Placentia Pride Committee Report for Month of November, 1994.

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

ACTION ITEMS

The Board requested that information regarding the effect of the Orange County Bankruptcy on the Library District be included on Public Television Channel 53.

The Regular Meeting of the Board of Trustees of the Placentia Library District adjourned at 9:40 P.M.



Sandra M. Stark, Secretary