



AGENDA

PLACENTIA LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR DATE MEETING








Monday, December 15, 2014
6:30 P.M.
Community Meeting Room

Mission Statement:

Placentia Library District provides lifelong learning and reading opportunities that inspire, open minds, and bring our community together.

The Centennial Vision Statement:

The Vision of the Trustees is intended to help celebrate the 100-year anniversary of the District.

-  We will be the place where the community “sees and experiences” the technical edge and premier programming.
-  We will renovate and expand our Library.
-  We will remain financially self-sufficient.
-  We will seek strong community support.
-  We will reach our community with an active marketing plan.
-  We will increase the percentage of our operating budget that supports establishing the premier collection in Orange County.
-  We will plan for maintaining our qualified and professional staff.

AGENDA DESCRIPTIONS: *The Agenda descriptions are intended to give members of the public notice and a general summary of items of business to be transacted or discussed. The Board may take any action which it deems to be appropriate on the Agenda and is not limited in any way by the notice of the recommended action.*

REPORTS AND DOCUMENTATION: *Reports and documentation relating to Agenda items are on file in the Administrative Office and the Reference Department of Placentia Library District, and are available for public inspection. A copy of the Agenda packet will be available for use during the Board Meetings. Any person having any question concerning any Agenda item may call the Library Director at 714-528-1925, Extension 200.*

PLEDGE OF ALLEGIANCE Library Board President

CALL TO ORDER

1. Call to Order Library Board President

2. Roll Call Recorder

3. Adoption of Agenda

This is the opportunity for Board members to delete items from the Agenda, to continue items, to re-order items, and to make additions pursuant to Government Code Section 54954.2(b).

Presentation: Library Director
Recommendation: Adopt by Motion

4. Oral Communications

Members of the public may address the Library Board of Trustees on any matter within the jurisdiction of the Board. Presentations by the public are limited to 5 minutes per person. Members of the public are also permitted to address the Library Board of Trustees on specific Agenda Items before and at the time that an Item is being considered by the Board. Action may not be taken on items not on the Agenda except in emergencies or as otherwise authorized. Reference: California Government Code Sections 54954.3, 54954.2(b).

TRUSTEE & ORGANIZATIONAL REPORTS

5. Board President Report - oral

The President makes announcements of general interest to the community and the Library Board of Trustees as well as conducting any ceremonial matters.

6. Trustee Reports

The Trustees make announcements of general interest to the community and the Library Board of Trustees, and report on meetings attended on behalf of the Board of Trustees.

7. Library Director Report

8. Placentia Library Friends Foundation Board of Director's Report

CONSENT CALENDAR (Items 9 – 24)

Presentation: Library Director

Recommendation: Approve by Motion

Items 9 – 24 may be considered together as one motion to approve the Consent Calendar. Items may be removed for individual consideration before the Consent Calendar is adopted. Items removed must then each have a separate motion.

MINUTES (Item 9)

9. Minutes of the November 20, 2014 Library Board of Trustees Meeting and Work Session. (Receive & File and Approve)

CLAIMS (Items 10 – 13)

10. Nonstandard Claims in excess of \$300. (Receive & File and Approve)

11. Claims forwarded by the Library Director and Library Trustees. (Receive & File and Approve)

12. Current Claims and Payroll. (Receive & File and Approve)

13. FY2013-2014 Cash Flow Analysis through November 2014; the Schedule of Anticipated Property Tax Revenues for FY2013-2014 as provided by the Orange County Auditor. (Receive & File).

TREASURER'S REPORTS (Items 14 – 17)

14. Financial Reports for November 2014 for Placentia Library District Accounts on Deposit with the Orange County Treasurer. (Receive & File)

15. Balance Sheet for November 2014. (Receive & File)

16. Acquisitions Report for November 2014. (Receive & File)

17. Entrepreneurial Activities Report for November 2014. (Receive & File)

GENERAL CONSENT REPORTS (Items 18 – 20)

18. Personnel Report for November 2014. (Receive, File, and Ratify Appointments)

- 19. Circulation Report for November 2014. (Receive & File)
- 20. Review of Shared Maintenance Costs with the City of Placentia under the JPA. (Receive & File)

STAFF REPORTS (Items 21 – 24)

- 21. Library Director's Report for November 2014.
- 22. Children's Services Report for November 2014.
- 23. Adult Services Report for November 2014.
- 24. Placentia Library Web Site & Technology Report for November 2014.

NEW BUSINESS

- 25. Presentation of Fiscal Year 2013-2014 Financial Audit from Macias Gini & O'Connell.
- 26. Selection of Date and Time for Regular Board Meetings for 2015: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Board of Trustees Regular Meeting Dates for Calendar Year 2015. Staff recommendation is that the Library Board meet on the third Tuesday of February and the third Monday of January, February, March, April, May, June, July, August, September, October, November and December.
Recommendations:
 - 1) Determine the regular meeting dates and time for 2015; and
 - 2) Read Resolution 15-04 by Title only. A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Board of Trustee Regular Meeting Dates for Calendar Year 2015; and
 - 3) Adopt Resolution 15-04.
- 27. Election of Board Officers:
Incumbents are indicated in parentheses.
President (*Shkoler*)
Secretary (*Minter*)
Recommendation: Elect a Library Board President and a Library Board Secretary for 2015.
- 28. Appointment of Library Board Representatives for 2015 by the Board President:
Incumbents are in parentheses.

Representative to Special District Local Area Formation Commission (LAFCO) Selection Committee (*Secretary Minter and Trustee Carline as alternate*)

Representative to the Orange County Council of Governments (*Trustee DeVecchio*)

Representative to the Placentia Library Friends Foundation (PLFF) (*Trustee Carline and Trustee Martin as alternate*)

Representative to the Placentia Community Network (*Staff*)
Recommendation: Elect Board Representatives for 2015.
- 29. Travel Authorization for Business Manager to Attend the Research Institute for Public Libraries program July 27-30, 2015 in Colorado Springs, Colorado.

DISCUSSION

30. Discuss Centennial Renovation Facility Plan.

ADJOURNMENT

31. Agenda Preparation for the January Date Meeting which will be held on Monday, January 19, 2015 unless re-scheduled by the Library Board of Trustees.
32. Review of Action Items.
No action or discussion shall be taken on any item not appearing on the posted Agenda, unless authorized by law.
33. Adjourn

*****CERTIFICATION OF POSTING*****

I, Diane Warner, Administrative Assistant of the Placentia Library District, hereby certify that the Agenda for the December 15, 2014 Regular Date Meeting of the Library Board of Trustees of the Placentia Library District was posted on December 8, 2014



Diane Warner, Administrative Assistant