

MINUTES
PLACENTIA LIBRARY DISTRICT
BUDGET WORK SESSION MEETING OF THE BOARD OF TRUSTEES
March 23, 2015

CALL TO ORDER President Shkoler called the Budget Work Session Meeting of the Placentia Library District (PLD) Board of Trustees to order on March 23, 2015 at 5:04 P.M.

ROLL CALL **Members Present:** President Al Shkoler, Secretary Jo-Anne Martin, Trustee Gayle Carline, Trustee Richard DeVecchio and Trustee Elizabeth Minter.

Members Absent: None

Staff Present: Library Director, Jeanette Contreras; Business Manager, Yesenia Baltierra; Administrative Assistant, Diane Warner.

Guests: Katie Matas

ADOPTION OF AGENDA It was moved by Trustee Carline and seconded by Secretary Martin to adopt the agenda as presented. (Item 3)

AYES: Shkoler, Martin, Carline DeVecchio, Minter
NOES: None

None

ORAL COMMUNICATION

DISCUSSION Library Director Contreras presented details of proposed budgets for fiscal years 2015 through 2017. The proposed 2015-2017 Library Budget is based on an expected 4% property tax income and includes a 10%-11% budget allotment for books and library materials purchases, reinstatement of the Library Services Manager position, and no COLA. The budget requires the use of the District's reserve funds in order to balance the budget.

Library Director Contreras presented for Trustee approval an organizational chart and revised job descriptions. Librarian II positions are recommended to be re-titled as "Supervising Librarian" positions for Adult Services, Childrens Services and the Circulation/ Technology departments.

Library Director Contreras presented revisions to Policy 6030-Circulation to reflect a more uniform, 2-week loan period for all library rental materials. Item loan limit is recommended as a total of 25 items (books, games, audio books, CDs, etc.) and 5 resources per patron. DVDs become 1-week rental items at no charge, with fines incurred if not returned within a week.

Library Director Contreras presented revisions to Policy 6035-Fines and Fees Schedule elimination of I.L.L., reserve and DVD new release fees. Reserved books will be complimentary and if not picked up within 3 days, a re-shelving fee will be charged to patron library cards. Replacement of RFID tags has been added to Policy 6035.

Following the budget discussion, Trustees expressed their preference for annual COLA increases for staff, and requested that Director Contreras revise the

budgets and expected property tax income, to include annual COLA increases if possible.

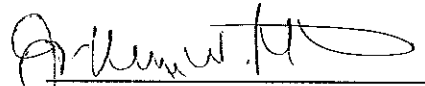
Library Director Contreras will present revised budgets for 2015-2017, and a drawing of the planned One Service Desk, at a continued Budget Work Session on Tuesday, April 7, 2015 at 5:30pm. At that time, Trustees will also determine a date in April 2014 for the Public Meeting.

ADJOURNMENT

The Budget Work Session Meeting of the Board of Trustees of the Placentia Library District on March 23, 2015 adjourned at 6:10 P.M.



Al Shkoler
President
Library Board of Trustees



Jo-Anne Martin
Secretary
Library Board of Trustees