

MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
February 21, 2012

- CALL TO ORDER** President DeVecchio called the Regular Meeting of the Placentia Library District (PLD) Board of Trustees to order on February 21, 2012 at 6:34 P.M.
- ROLL CALL** Members Present: President Richard DeVecchio, Secretary Betty Escobosa, Trustee Al Shkoler, Trustee Jean Turner, Trustee Gaeten Wood
- Members Absent:** None
- Others Present:** Library Staff: Library Director Jeanette Contreras, Yesenia Baltierra, Fernando Maldonado, Brenda Ramirez, Marisa Timothy, Vanita Todker, Wendy Townsend, Winston Wong, and Lori Worden; Placentia Library Friends Foundation (PLFF) Vice President Ben Boelman; guests Linda Slater and Robert Turner (exited at 7:06pm).
- ADOPTION OF AGENDA** It was moved by Trustee Wood and seconded by Secretary Escobosa to adopt the agenda as presented:
- | | |
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| AYES: | DeVecchio, Escobosa, Shkoler, Turner, Wood |
| NOES: | None |
| ABSTAIN: | None |
| ABSENT: | None |
- ORAL COMMUNICATION** There was no oral communication made at this time. (Item 4)
- TRUSTEE REPORTS** President DeVecchio presented a proclamation from the Board of Trustees to Mr. Robert Turner in appreciation of all his support to the Board in regards to facility projects. Mr. Robert Turner expressed his thanks and enjoyment of working with a cordial staff and board. (Item 5)
- ADJOURNMENT** President DeVecchio adjourned the meeting at 6:40pm for a reception in honor of Mr. Turner.
- RECONVEYNE** The meeting reconvened at 6:54pm.
- TRUSTEE REPORTS** President DeVecchio reported that he attended the PLFF meeting. (Item 5)
- Secretary Escobosa had nothing to report.
- Trustee Shkoler thanked all for their kind words and support at this time.
- Trustee Turner reported that she attended the Play Reading and Book Discussion at the Library. She also expressed thanks for the recent flower delivery.
- Trustee Wood had nothing to report. (Item 6)
- PLFF REPORT** Vice President Ben Boelman reported that the PLFF Board of Directors has two new members: Carole VanDiver and Marianne Kalman. Both are also members of the Placentia Roundtable Women's Club. (Item 7)

CONSENT CALENDAR	<p>It was moved by Trustee Shkoler and seconded by Trustee Turner to approve Agenda Items 8-26: (Item 8)</p> <p>AYES: DeVecchio, Escobosa, Shkoler, Turner, Wood NOES: None ABSTAIN: None ABSENT: None</p>
CLAIMS	<p>Nonstandard Claims in excess of \$300 (Item 9)</p> <p>Claims forwarded by the Library Director and Library Trustees (Item 10)</p> <p>Current Claims and Payroll (Item 11)</p> <p>FY2011-2012 Cash Flow Analysis through January 2011; the Schedule of Anticipated Property Tax</p> <p>Revenues for FY2011-2012 as provided by the Orange County Auditor (Item 12)</p>
TREASURER'S REPORT	<p>Financial Reports for January 2011 for Placentia Library District Accounts on Deposit with the Orange County Treasurer (Item 13)</p> <p>Balance Sheet for January 2011 (Item 14)</p> <p>Acquisitions Report for January 2011 (Item 15)</p> <p>Entrepreneurial Activities Report for January 2011 (Item 16)</p>
GENERAL CONSENT	<p>Personnel Report for January 2011 (Item 17)</p> <p>Circulation Report for January 2011 (Item 18)</p> <p>Review of Shared Maintenance Costs with the City of Placentia under the JPA (Item 19)</p>
STAFF REPORTS	<p>Library Director's Report for January 2011 (Item 20)</p> <p>Information Technology Report for January 2011 (Item 21)</p> <p>Children's Services Report for January 2011 (Item 22)</p> <p>Adult Services Report for January 2011 (Item 23)</p> <p>Web Site & Technology Report for January 2011 (Item 24)</p>
PRESENTATION	<p>A proclamation from the Board of Trustees was presented to Mr. Robert Turner during the President's Report. (Item 25)</p>
NEW BUSINESS	<p>Library Director Contreras presented information on the upcoming California Association of Library Trustees and Commissioners (CALTAC) Spring workshop. There was discussion regarding availability to attend. It was moved by Trustee Escobosa and seconded by Trustee Wood to authorize the Library Director and possibly Trustee Shkoler to attend the</p>
CALTAC SPRING WORKSHOP	

CALTAC Spring Workshop at the cost of \$20 per person plus mileage, with the expenses to be drawn from the General Fund: (Item 26)

AYES: DeVecchio, Escobosa, Shkoler, Turner, Wood
NOES: None
ABSTAIN: None
ABSENT: None

PLD POLICY#4080 –
MEMBERSHIP IN
ASSOCIATIONS

Library Director Contreras presented current PLD Policy #4080.4 that states that the Board of Trustees will maintain membership and pay dues for the Library President and each full-time professional librarian for the American Library Association (ALA). She explained the costs and benefits of ALA membership. She recommended that the policy be amended to provide ALA membership to the Board President and the Library director and cease to provide ALA membership for “each full-time professional librarian.” It was moved by Trustee Turner and seconded by Trustee Wood to authorize an amendment to the PLD Policy #4080 – Membership in Associations as presented: (Item 27)

AYES: DeVecchio, Escobosa, Shkoler, Turner, Wood
NOES: None
ABSTAIN: None
ABSENT: None

REQUEST TO
TRANSFER FUNDS

Business Manager Baltierra explained the need to transfer funds in the quantity of \$7,000 from Account 1900 – Specialized Services to Account 1800 – Office Supplies and \$5,000 from Account 1900 – Specialized Services to Account 1000 – Household Expenses. She further explained that the funds transfers would not change the currently approved budget amount. There was discussion regarding the specific accounts. Trustee Shkoler stated that the transfer would not reflect true cost accounting at the end of the year and suggested that a professional opinion be obtained. It was moved by Trustee Wood and seconded by Trustee Escobosa to authorize a transfer of \$7,000 from Account 1900 – Specialized Services to Account 1800 – Office Supplies and \$5,000 from Account 1900 – Specialized Services to Account 1000 – Household Expenses as presented: (Item 28)

AYES: DeVecchio, Escobosa, Turner, Wood
NOES: Shkoler
ABSTAIN: None
ABSENT: None

DATE SELECTION FOR
MAY 2012 BOARD
MEETING

Library Director Contreras offered alternate possible dates for the May 2012 Regular Board Meeting as one member will not be able to attend on the scheduled date of May 21, 2012. It was moved by Trustee Shkoler and seconded by Secretary Escobosa to change the May 2012 Regular Meeting date to Thursday, May 24th: (Item 31)

AYES: DeVecchio, Escobosa, Shkoler, Turner, Wood
NOES: None
ABSTAIN: None
ABSENT: None

AGENDA
PREPARATION



Agenda Preparation for the March Board of Trustees Meeting which will be held on Monday, March 21, 2012 unless re-scheduled by the Library Board of Trustees.

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District on February 21, 2012 adjourned at 7:15 P.M.

NEXT MEETING

The next meeting will be on march 19, 2012 at 6:30 P.M.

	
Richard DeVecchio	Betty Escobosa
President	Secretary
Library Board of Trustees	Library Board of Trustees