

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 19, 1998**

CALL TO ORDER The Regular Meeting of the Placentia Library District Board of Trustees was called to order on May 19, 1998 at 7:41 P. M. by President Peggy Dinsmore.

ROLL CALL **Members Present:** President Peggy Dinsmore, Secretary Ray Evans; Trustees Robin Masters, Library Director Elizabeth Minter.

Members Absent: Trustees Sandra Stark and Jean Pappas

Others Present: Administrative Assistant Charlene Dumitru; and Friends of Placentia Library Representative Marge Horrocks

ADOPTION OF AGENDA It was moved by President Dinsmore, seconded by Trustee Masters that Agenda Item 31, Performance Review for Library Director, be moved to follow Agenda Item 40.

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

It was moved by Secretary Evans, seconded by Trustee Masters to defer Agenda Item 8, Placentia Library Foundation Board of Directors Report, until the June meeting and to approve the Agenda as amended.

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

MINUTES It was moved by Trustee Masters, seconded by Secretary Evans to approve the Minutes of the Regular Meeting of April 21, 1998 and the Special Meeting of May 2, 1998 as presented.

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

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

PRESIDENT'S REPORT President Dinsmore reported that she had attended the Santiago Library System/Metropolitan Cooperative Library System joint meeting at the Turnip Rose in Orange on April 30. She reported that Library Director Minter had presided at the meeting and that it was very successful.

President Dinsmore also reported that she and Trustee Stark attended the State Library Orientation and Training Workshop for Public Library Trustees, Commissioners, Friends, and Supporters April 29 and May 1 at the Mission Inn in Riverside.

President Dinsmore reported that she had served as Literacy Representative at the California Library Trustees and Commissioners (CALTAC) Board Meeting at Legislative Day in Sacramento on April 27. She presented State Assemblyman Dick Ackerman with a copy of John Corcoran's book *The Teacher Who Could Not Read*.

TRUSTEE REPORTS

No Trustee reports were presented.

FRIENDS OF THE LIBRARY

Friends Board Member Marge Horrocks reported that the annual booksale was held May 14 and 16. She reported that final results had not yet been calculated, but she estimated the profit to be around \$500.00

Library Director Minter suggested a reevaluation of the value of the annual booksale with the possibility that more effort be put into the on-going sale and volunteer recruitment.

CLAIMS

It was moved by Trustee Masters, seconded by Secretary Evans to approve Agenda Items 9 through 11:

Nonstandard Claims in the amount of \$0.00
Claims forwarded by the Library Director in the amount of \$0.00
Current Claims and Payroll in the amount of \$54,565.14

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

It was Moved by Secretary Evans, seconded by Trustee Masters to authorize transfer of \$101,000.00 from Fund 707 to Fund 706 to complete the reverse transfers for Fiscal Year 1997-98.

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

FINANCIAL REPORTS

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

Financial Reports for April, 1998
Office General Ledger & Check Registers for April, 1998
Acquisitions Report for April, 1998

Overdue Collection Report for April, 1998
Debit Card System Reimbursement Report for April, 1998
Gifts Report for April, 1998

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

**GENERAL CONSENT
CALENDAR**

It was moved by Secretary Evans, seconded by Trustee Masters to receive and file Agenda Items 19-29

Building Maintenance Report for April, 1998 (Receive & File)
Personnel Report for April, 1998 (Receive, File
and Ratify Appointments)
Volunteer Report for April, 1998 (Receive & File)
Circulation Report for April, 1998 (Receive & File)
Review of Shared Maintenance Cost with the City of Placentia
under the Joint Powers Authority (Receive & File)
Legislative reports from California Advocates, the California
Special Districts Association and the California Library
Association (Receive & File)
Minutes of the Executive Committee of the Independent Special
Districts of Orange County (ISDOC) of April 7, 1998. (Receive
& File)
Submission of the 321 State of California Education Grant
(Ratification Application, Receive & File)
Transmittal of Election Information to Orange County (Receive
& File)
Notice of motion and motion for order authorizing the
representative of the County of Orange to enter into agreement
for the assignment of excluded claims; memorandum of points
and authorities in support thereof, as part of the Orange County
Bankruptcy proceedings. (Receive & File)
Status Report on the preparation of a Strategic Plan for Placentia
Library District. (Receive & File)

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

**LIBRARY REVENUE
ISSUES AND
FEASIBILITY OF
LIBRARY PARCEL
TAX BALLOT ISSUE**

Library Director Minter reviewed the Library revenue issues as presented in the Board packet.

No Board action was taken.

**CLAIMS RETURN
POLICY AND
SELECTION OF
INTERIM
COLLECTION
AGENCY**

It was moved by Trustee Masters, seconded by Secretary Evans to designate Unique Management Services as the District's collection agency for a 90-day trial period and authorize the Library Director to sign all contract documents.

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

It was moved by Secretary Evans, seconded by Trustee Masters to adopt the Claims Return procedure as recommended by the Anaheim Library Consortium.

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

**GANN LIMITATION
FOR FISCAL YEAR
1998-1999**

It was moved by Trustee Masters, seconded by Secretary Evans to read Resolution 98-1, A Resolution of the Board of Trustees of the Placentia Library District of Orange County to establish the Appropriations Limitation for the Fiscal Year 1998-1999, by title only.

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

It was moved by Trustee Masters, seconded by Secretary Evans to adopt Resolution 98-1. Motion was approved with roll call vote:

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

STAFF REPORTS

It was moved by Secretary Evans, seconded by Trustee Masters to Approve Agenda Items 34-38:

Program Committee Report for April, 1998
Children's Services Report for April, 1998
Publicity Materials produced for April, 1998
Placentia Library Literacy Services Report for April, 1998
Safety Committee Minutes for April, 1998

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

**PERFORMANCE
REVIEW FOR
LIBRARY
DIRECTOR**

Pursuant to California Government code Section 54957.6 the Board went into closed session at 8:45 P. M. to discuss the Performance Review for the Library Director, a personnel matter.

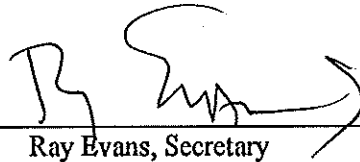
The Board returned to open session at 9:02 P. M.

Library Director Minter asked the Board to clarify its suggestions for the future direction of the Library and its expectations of the skills needed to accomplish its goals.

Trustee Masters stated that Library Director Minter's work is outstanding, and deserves a merit increase, but that budget considerations do not make it possible. He emphasized that this was not a punitive measure.

The Board agreed to continue discussion of the Performance Review for the Library Director at the next meeting.

The Regular Meeting of the Board of Trustees of the Placentia Library District adjourned at 9:31 P. M.



Ray Evans, Secretary