



## AGENDA






PLACENTIA LIBRARY DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING

Monday, July 15, 2013  
6:30 p.m.  
History Room

*The Vision of the Placentia Library District is to  
inspire exploration, open minds and bring people together.*

The Purpose of the Placentia Library District is to provide services and materials to our ever changing and diverse community.

To accomplish this goal the Library will:

-  Provide a qualified staff to acquire, organize, and maintain a collection of print and non-print materials in an easily accessible facility and assist the public with its use.
-  Provide literacy outreach and services to the community.
-  Provide a special collection to document and preserve Placentia's History and Authors.
-  Present programs and provide technology access to everyone in order to promote reading and lifelong learning.
-  Promote the Library's vision through consistent messages to the public.

**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:** *Supporting documentation is available for review in the Administrative Office at the Placentia Library District, 411 E. Chapman Avenue, Placentia, CA 92870 9:00 a.m. – 6:00 p.m., Monday-Thursday. The Agenda and minutes are available online at [www.placentialibrary.org](http://www.placentialibrary.org). A copy of the Agenda packet will be available for use during the Board Meetings.*

**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. Placentia Library Friends Foundation Board of Director's Report (Secretary Carline)

**CONSENT CALENDAR (Items 8 – 23)**

Presentation: Library Director

Recommendation: Approve by Motion

*Items 8 – 23 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 8)**

8. Minutes of the June 17, 2013 Library Board of Trustees Unusual Date Meeting. (Receive & File and Approve)

**CLAIMS (Items 9 – 12)**

9. Nonstandard Claims in excess of \$300. (Receive & File and Approve)
10. Claims forwarded by the Library Director and Library Trustees. (Receive & File and Approve)
11. Current Claims and Payroll. (Receive & File and Approve)
12. FY2012-2013 Cash Flow Analysis through June 2013; the Schedule of Anticipated Property Tax Revenues for FY2012-2013 as provided by the Orange County Auditor. (Receive & File).

**TREASURER'S REPORTS (Items 13 – 16)**

13. Financial Reports for June 2013 for Placentia Library District Accounts on Deposit with the Orange County Treasurer. (Receive & File)
14. Balance Sheet for June 2013. (Receive & File)
15. Acquisitions Report for June 2013. (Receive & File)
16. Entrepreneurial Activities Report for June 2013. (Receive & File)

**GENERAL CONSENT REPORTS (Items 17 – 19)**

17. Personnel Report for June 2013. (Receive, File, and Ratify Appointments)
18. Circulation Report for June 2013. (Receive & File)
19. Review of Shared Maintenance Costs with the City of Placentia under the JPA. (Receive & File)

**STAFF REPORTS (Items 20 – 23)**

20. Library Director's Report for June 2013.
21. Children's Services Report for June 2013.
22. Adult Services Report for June 2013.
23. Placentia Library Web Site & Technology Report for June 2013.

**PRESENTATION**

24. President Shkoler will present the Employee of the Quarter Award to Lori Worden.

**OLD BUSINESS**

25. Library Director will provide an update on the Community Meeting Room Remodel Project.
26. Approve Placentia Library District Policy 2205 – Fingerprinting Policy as presented.
27. Review and Approve the Fascia Board Improvement Request for Proposal.  
Fiscal Impact: To be Determined

**NEW BUSINESS**

28. Accept and File the Letter from Mr. Justyn Howard regarding Proposition 1A Securitization Reimbursement.
29. Accept and File Information Technology Assessment Report from Click Consulting.
30. Discuss and Select a Candidate to Serve on the California Special Districts Association 2013 Board in Seat B.
31. Discuss and Decide Which Trustee would be interested in participating in the Orange County Registrar of Voters' Election Academy.

32. Authorize Trustees and the Library Director to attend the Annual California Special District Association Conference in Monterey, California.  
Fiscal Impact: Estimated \$1,500 per attendee
33. Discuss and decide on the Placentia Library Board of Trustees August and September meetings.
34. Library Director will provide information on the Impact Fees Interest.
35. Library Director will provide an update on the Staff Appreciation and Recognition Dinner.
36. Approve the Weekly Claims Resolution 14-07 for Fiscal Year 2013-2014.

**DISCUSSION ITEMS**

37. Discuss the Development of a Patron Exclusion Policy.
38. Discuss the Egress Door Project in the Children's Department.  
Fiscal Impact: To Be Determined
39. Discuss Replacing the Damaged Carpet by the Reference Desk.  
Fiscal Impact: To Be Determined
40. Discuss and Decide on the Status of the Piano.

**ADJOURNMENT**

41. Agenda Preparation for the September Regular Date Meeting which will be held on Monday, September 16, 2013 unless re-scheduled by the Library Board of Trustees.
42. Review of Action Items.  
*No action or discussion shall be taken on any item not appearing on the posted Agenda, unless authorized by law.*
43. Adjourn

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

I, Yesenia Baltierra, Business Manager of the Placentia Library District, hereby certify that the Agenda for the July 15, 2013 Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on July 10, 2013.

  
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Yesenia Baltierra, Business Manager