



**AGENDA**  
PLACENTIA LIBRARY DISTRICT  
BOARD OF TRUSTEES  
REGULAR DATE MEETING

October 23, 2023

6:30 p.m.

Community Meeting Room

411 E. Chapman Avenue

Call-in Number: (669) 900-6833

Meeting ID: 850 1206 7452









Password: 046086

ZOOM Link: [meetings.placentialibrary.org](https://meetings.placentialibrary.org)

**Mission Statement:**

Placentia Library District inspires, opens minds, innovates, and connects our community.

**District Goals:**

-  Strengthen connections and expand community relationships.
-  Provide equitable access.
-  Adapt to community needs.
-  Cultivate thriving collections of resources.
-  Provide and promote relevant library services.
-  Maintain fiscal responsibility and integrity.
-  Support and empower staff.
-  Provide an inviting, pleasant, and safe place to explore.

**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

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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 Library Board of Trustees Regular Date Meeting on September 25, 2023. (Receive & File and Approve)

**CASH FLOW ANALYSIS (Items 10 – 11)**

10. Check Register for September 2023. (Receive & File and Approve)

11. FY2021-2022 Fund Balance through September 2023; the Schedule of Anticipated Property Tax Revenues for FY2022-2023 as provided by the Orange County Auditor. (Receive & File)

**TREASURER'S REPORTS (Items 12 – 16)**

12. Financial Reports for September 2023 for Placentia Library District Accounts on Deposit with the Orange County Treasurer. (Receive & File)

13. Revenue and Expenditure Reports for September 2023. (Receive & File)

14. Acquisitions Report for September 2023. (Receive & File)

15. Entrepreneurial Activities Report and September 2023. (Receive & File)

16. Library Impact Fee Report for September 2023. (Receive & File)

**GENERAL CONSENT REPORTS (Items 17 – 20)**

17. Personnel Report for September 2023. (Receive, File, and Ratify Appointments)

18. Review Shared Maintenance Costs with the City of Placentia under the JPA. (Receive & File)

19. Administration Report for September 2023.

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20. Circulation Report for September 2023.

**STAFF REPORTS (Items 21 – 24)**

21. Children's Services Report for September 2023.

22. Adult and Teen Services Report for September 2023.

23. Technology and Website Report for September 2023.

24. Customer Service Report for September 2023.

**CLOSED SESSION (Item 25)**

25. President Carline will report out on the actions taken by the Library Board of Trustees.

**NEW BUSINESS (Items 26-38)**

26. Approval of Library Director Employment Agreement.

27. Administration of the Oath of Office.

28. Updates from Orange County LAFCO Chairman Douglass Davert, and Commissioner James Fisler.

29. Presentation from the Public Agency Retirement Services (PARS).

30. Presentation of Fiscal year 2021-2022 Financial Audit.

31. Authorization of Amendments to Placentia Library District Policy 2110 – Health and Welfare Benefits.

32. Adoption of the Placentia Library District Policy 2022 – Employee of the Year Benefits.

33. Discussion and Review of the District's Memberships.

34. Conference Authorization for the Library Board of Trustees and Library Staff to Attend the Public Library Association (PLA) Biennial Conference in Columbus, Ohio, April 3-5, 2024.

35. Discussion of the Lobby Space.

36. Amendments to the Appointment of Library Board Representatives for 2023 by the Board President.

37. Orange County Council of Governments Updates from Secretary Dahl.

38. ISDOC Updates from Trustee Nelson.

**AGENDA DEVELOPMENT**

39. Agenda Preparation for the November Regular Date Meeting which will be held on November 27, 2023 unless re-scheduled by the Library Board of Trustees.

**ADJOURNMENT**

40. The Library Board of Trustees will adjourn the Regular Date October 23, 2023 meeting.

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

I, Lina Nguyen, Executive Assistant of the Placentia Library District, hereby certify that the Agenda October 23, 2023 Regular Date Meeting of the Library Board of Trustees of the Placentia Library District was posted on October 18, 2023.

  
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Lina Nguyen, Executive Assistant