

**MINUTES  
PLACENTIA LIBRARY DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
October 18, 1993**

**CALL TO ORDER**           The Regular Meeting of the Placentia Library District Board of Trustees was called to order on October 18, 1993 at 7:35 P.M. by President Dinsmore.

**ROLL CALL**               **Members Present:** President Peggy Dinsmore; Secretary Saundra Stark; Trustees Ray Evans, Al Shkoler and Fred West; and Library Director Elizabeth Minter.

**Members Absent:** None

**Others Present:** Administrative Assistant Charlene Dumitru; Principal Librarian Suad Ammar; Substitute Librarian Robin Masters; and BSI Consultant Steve Kozak.

**ADOPTION OF AGENDA**       It was moved by Trustee Shkoler, seconded by Trustee Evans to adopt the Agenda as presented.

**AYES:**       Dinsmore, Stark, Evans, Shkoler,  
                West  
**NOES:**       None  
**ABSTAIN:**   None

**MINUTES**                It was moved by Trustee West, seconded by Trustee Shkoler to approve the Minutes of the Regular Meeting of September 20, 1993.

**AYES:**       Dinsmore, Stark, Shkoler, West  
**NOES:**       None  
**ABSTAIN:**   Evans

Approval of the Minutes of the Regular Meeting of August 8, 1993 will be postponed until November as corrections to the Minutes were required.

The Minutes of the Study Session of October 13, 1993 were amended to show Trustee Evans in attendance. It was moved by Trustee Shkoler, seconded by Trustee West to approved the Minutes of the Study Session of October 13, 1993 as amended

**AYES:**       Dinsmore, Stark, Shkoler, Evans, West  
**NOES:**       None  
**ABSTAIN:**   None.

**ORAL  
COMMUNICATIONS**

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

**BOARD  
PRESIDENT'S  
REPORT**

President Dinsmore reported that Principal Librarian Suad Ammar's brother had passed away in Kuwait. She also reported the birth of Library Clerk Julianne George's daughter Kayley. President Dinsmore complimented the enthusiasm of the student volunteers who dressed in costume and participated in the Heritage Day Parade. She announced that the Library had been awarded a trophy in the Novelty category for participation in the Parade.

**FRIENDS OF THE  
LIBRARY REPORT**

Library Director Minter reported that the Friends of the Library will be holding their semi-annual booksale on November 4, 6 and 7.

**LITERACY  
VOLUNTEERS OF  
AMERICA**

President Dinsmore reported that the Annual Meeting of the Literacy Volunteers of America was held on September 9, 1993. New Board members Juliet Zaidi, Dale Goodman, Jan Brandt and Colleen McGlynn were appointed.

**PLACENTIA  
LIBRARY  
FOUNDATION  
REPORT**

Trustee West reported that Secretary Stark, Library Director Minter and he had attended the National Society of Fund Raising Executives' Workshop on September 26-27. He said that the Library was moving in the right direction by establishing a Foundation. He reported that it had been discussed at the workshop that most persons or organizations making large donations do so after a long association. The purpose of the Foundation is partly to build and develop relationship throughout the community over a long period of time.

Secretary Stark suggested that the Foundation could begin raising funds through the sale of "Men of Mystery" calendars which feature portraits of authors of mystery novels. She will make the initial donation of \$200.00 to purchase the first 50 calendars which will be resold at \$11.00 retail price.

**REVIEW OF  
PROPOSAL FROM  
BSI CONSULTANTS**

For the convenience of Steve Kozak of BSI Consultants, Agenda Item 24 will be considered at this time.

It was moved by Trustee West, seconded by Trustee Evans to proceed with the Study, authorize the Library Director to approve the final contract and to sign the agreement with BSI Consultants, Inc. and that the cost for the study will be paid from the General Fund.

AYES: Dinsmore, Stark, Evans, Shkoler, West  
NOES: None  
ABSTAIN: None

**CLAIMS**

It was moved by Trustee West, seconded by Trustee Evans to approve Agenda Items 9 through 11 Nonstandard Claims; Claims forwarded by Library Director; and Current Claims and Payroll in the amount of \$73,878.67.

AYES: Dinsmore, Stark, Evans, Shkoler, West  
NOES: None  
ABSTAIN: None

**FINANCIAL  
REPORT**

It was moved by Trustee West, seconded by Trustee Evans to approve the Agenda Items 12 through 16: Financial Report for September, 1993; Office General Ledger and Check Registers for September, 1993; Overdue Collection Report for September, 1993; Vending Machine Report for September, 1993; and Gifts Report for July through October, 1993.

AYES: Dinsmore, Stark, Evans, Shkoler, West  
NOES: None  
ABSTAIN: None

**GENERAL  
CONSENT  
CALENDAR**

It was moved by Trustee Shkoler, seconded by Trustee West to approve Agenda Items 17 through 23: Circulation Report for July through September, 1993; Volunteer Report for September, 1993; Review of Shared maintenance Costs with the City of Placentia under the Joint Powers Authority; Building Maintenance Report for September, 1993; Personnel Report for September, 1993; Travel Authorizations; and Report on Placentia Civic Center Authority Annual Meeting.

AYES: Dinsmore, Stark, Evans, Shkoler, West  
NOES: None  
ABSTAIN: None

**REQUEST TO  
INSTALL  
PROJECTION  
SCREEN IN  
LIBRARY MEETING  
ROOM**

It was moved by Trustee West, seconded by Trustee Shkoler to accept the request of the Southern California Orchid Species Society, Inc. to install a Projection Screen in the Library Meeting Room on the condition that there is no right of removal by the Southern California Orchid Species Society.

AYES: Dinsmore, Stark, Evans, Shkoler, West  
NOES: None  
ABSTAIN: None

**DATE FOR  
NOVEMBER  
BOARD MEETING**

It was moved by Trustee West, seconded by Trustee Shkoler to change the date of the Regular Meeting of the Board of Trustees for November to Monday, November 8, 1993.

AYES: Dinsmore, Stark, Evans, Shkoler, West  
NOES: None  
ABSTAIN: None

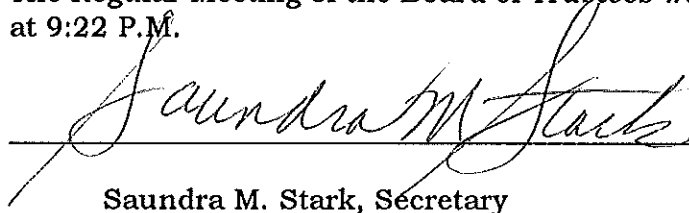
**STAFF REPORTS**

It was moved by Trustee Shkoler, seconded by Trustee Evans to receive and file Agenda Items 27 through 31: Program Report for the Month of September, 1993; Children's Services Report for the Month of September, 1993; Publicity Materials produced for the Month of September, 1993; Placentia Library Literacy Services Report; and Family Literacy Project Report.

AYES: Dinsmore, Stark, Evans, Shkoler, West  
NOES: None  
ABSTAIN: None

**ADJOURNMENT**

The Regular Meeting of the Board of Trustees was adjourned at 9:22 P.M.

  
\_\_\_\_\_  
Sandra M. Stark, Secretary