



## AGENDA

### SPECIAL MEETING PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES






Thursday, May 19, 2011

3:00 P.M.

Placentia Library History Room

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:** *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 203.*

1. Roll Call Recorder
2. 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

3. Oral Communications

*At this time, in accordance with California Government Code Section 54954.3, members of the public may address the Library Board of Trustees on any matter within the jurisdiction of the Board. In accordance with Library Board Policy adopted on April 13, 1992, presentations by the public are limited to 5 minutes per person. In accordance with California Government Code Section 54954.3, 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 by Government Code Section 54954.2(b).*

4. Review and Discuss Letterings for the Lobby, Entrance and Children's Area

Presentation: Library Director

Recommendation: Authorize Library Staff to proceed with purchasing the letterings as presented.

**ADJOURNMENT**

5. Agenda Preparation for the June Regular Date Meeting which will be held on Monday, June 20, 2011 at 6:30P.M unless re-scheduled by the Library Board of Trustees.

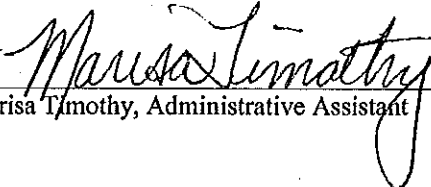
6. Review of Action Items.

*No action or discussion shall be taken on any item not appearing on the posted Agenda, unless authorized by law.*

7. Adjourn

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

I, Marisa Timothy, Administrative Assistant of Placentia Library District, hereby certify that the Agenda for the Thursday, May 19, 2011 Special Meeting of the Library Board of Trustees of the Placentia Library District was posted on Wednesday, May 18, 2011 at 11:00 a.m.

  
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Marisa Timothy, Administrative Assistant

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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Jeanette Contreras, Library Director  
**SUBJECT:** Review and Discuss Letterings for the Lobby, Entrance and Children's Area  
**DATE:** May 19, 2011

**BACKGROUND**

Library Staff would like to order letterings for the lobby and entrance areas including the letterings for the Gordon & Dixie Shaw Children's Library. The Placentia Library Friends Foundation will also order letters for their bookstore and donor wall and they will be responsible for the cost of those letterings which is \$1,252.50. The Library's cost will be \$1,912.89.

Attachment A is the quote from Signs by Ron for the letterings with a 10% discount.

Attachment B is the proposed font for the letterings.

**FISCAL IMPACT:** \$1,912.89 from the General Fund.

**RECOMMENDATIONS**

Authorize Library Staff to proceed with purchasing the letterings as presented.



**Signs by Ron**  
Ron Smithling (714) 256-1001  
2016 E. Beechwood Ave.  
Fullerton, CA 92835  
rsmithl@comcast.net

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REVISED QUOTE FOR LETTERING

NAME PLACENTIA LIBRARY			SHIP TO * JEANETTE CONTRERAS			
ADDRESS 411 E. CHAPMAN AVE.			ADDRESS 528-1906 *203			
CITY, STATE, ZIP PLACENTIA, CA. 92870			CITY, STATE, ZIP FAX 529-1082			
ORDER NUMBER BIO ONLY	DEPARTMENT LIBRARY DIRECTOR	SALESPERSON Ron SMITHLING	WHEN SHIP MAY 31st	TERMS 50% DEPOSIT BAL ON COMP.	HOW SHIP INSTALL	DATE 5/10/11
QUANTITY	DESCRIPTION				PRICE	AMOUNT
ALL LETTERS ARE 1/2" THICK ULTRA FOAM LETTERS WITH BRUSHED ALUMINUM FACES / SIDES PAINTED BLACK / MOUNTED DIRECTLY TO WALL WITH NO STANDOFFS - FLUSH MOUNTED						
21 EA	6" HEIGHT RE: THANK YOU FOR VISITING US				\$17.50	\$367.50
15 EA	6" — " RE: BOARD OF TRUSTEES				\$17.50	\$262.50
33 EA	6" — " RE: PLACENTIA LIBRARY FRIENDS FOUNDATION				\$17.50	\$577.50
19 EA	6" — " RE: and CHILDRENS LIBRARY				\$17.50	\$332.50
21 EA	8" HEIGHT RE: BOOK STORE GORDON C. DIXIE M. SHAW				\$20.00	\$420.00
5 EA	10" HEIGHT RE: G. C. D. M. S				\$23.00	\$115.00
33 EA	3" HEIGHT RE: PLACENTIA LIBRARY FRIENDS FOUNDATION				\$15.00	\$495.00
					MINUS 10% DISC	\$257.00
						\$2,313.00
					TAX	\$202.39
					INSTALL ALL ABOVE	\$650.00
					* TOTAL	\$3,165.39
					50% DEPOSIT	\$1,582.69
					BALANCE ON COMP.	\$1,582.70
BUYER:						

FAXED 6:45 PM  
Thank You  
MAY 10 2011  
Ron Smithling

KEEP THIS SLIP FOR REFERENCE

PLFF 577.50 (14 PLFF)  
120.00 (Bookstore)  
495.00 (3" PLFF)  
-----  
\$1,252.50

P.D.  
\$1,912.89

8100



\* JEANETTE: PLEASE SIGN OFF  
SO I CAN GET LETTERS GOING

Please fax back Approval or  
Changes to (714) 446-9822 A.S.A.P.

Page 1 of 1  
SPELLING &  
PUNCTUATION

10" 16' 11 1/2"  
14" 6"  
GORDON C. and DIXIE M. SHAW 7 1/2"  
6" 8' 8"  
CHILDREN'S LIBRARY

6" 14" 95" 13 1/2"  
THANK YOU FOR VISITING US

6" 14" 93 3/8"  
BOARD OF TRUSTEES

6" 14" 101 1/4"  
PLACENTIA LIBRARY  
FRIENDS FOUNDATION

3" 14" 8' 65"  
PLACENTIA LIBRARY FRIENDS FOUNDATION  
BOOKSTORE  
7 1/2"

Slight  
Smaller

FAxed 5:30 PM

Thank you

MAY 12, 2004

Ron Smithling

AGENDA ITEM 4  
Attachment B  
Page 1 of 1  
Signs by Ron  
Ron Smithling (714) 256-1004  
2016 E. Beechwood Ave.  
Fullerton, CA 92835

