



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

September 20, 2021

6:30 p.m.

Community Meeting Room

411 E. Chapman Avenue

Call-in Number: (669) 900-6833

Meeting ID: 850 1206 7452








Password: 046086

**Mission Statement:**

Placentia Library District provides lifelong learning and reading opportunities that inspire, open minds, and bring our community together.

**The Centennial Vision Statement:**

The Vision of the Trustees is intended to help celebrate the 100-year anniversary of the District.

-  We will be the place where the community “sees and experiences” the technical edge and premier programming.
-  We will renovate and expand our Library.
-  We will remain financially self-sufficient.
-  We will seek strong community support.
-  We will reach our community with an active marketing plan.
-  We will increase the percentage of our operating budget that supports establishing the premier collection in Orange County.
-  We will plan for maintaining our qualified and professional staff.

**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

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 – 22)**

Presentation: Library Director

Recommendation: Approve by Motion

*Items 9 – 22 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 August 16, 2021 Library Board of Trustees Regular Date Meeting. (Receive & File and Approve)

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

10. Check Register for August 2021. (Receive & File and Approve)

11. FY2020-2021 Cash Flow Analysis through August 2021; the Schedule of Anticipated Property Tax Revenues for FY2020-2021 as provided by the Orange County Auditor. (Receive & File).

**TREASURER'S REPORTS (Items 12 – 15)**

12. Financial Reports for August 2021 for Placentia Library District Accounts on Deposit with the Orange County Treasurer. (Receive & File)

13. Balance Sheet for August 2021. (Receive & File)

14. Acquisitions Report for August 2021. (Receive & File)

15. Entrepreneurial Activities Report for August 2021. (Receive & File)

**GENERAL CONSENT REPORTS (Items 16 – 18)**

16. Personnel Report for August 2021. (Receive, File, and Ratify Appointments)

17. Circulation Report for August 2021. (Receive & File)

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

**STAFF REPORTS (Items 19 – 22)**

19. Administration Report for August 2021.

20. Children's Services Report for August 2021.

- 21. Adult Services Report for August 2021.
- 22. Placentia Library Web Site & Technology Report for August 2021.

**CLOSED SESSION**

- 23. Board President Martin will report out on the Closed Session.

**PRESENTATION**

- 24. President Martin will present the 2021 Employee of the Year Award to Shellie McCurdy, Library Assistant.

**NEW BUSINESS**

- 25. Legislative Updates from Mr. Kyle Packham, California Special District Association's Advocacy and Public Affairs Director
- 26. Information on the Placentia Round Table Women's Club from Mary Kay McMahon, Club President.
- 27. Report on IT Projects and Status by Jeremy Yamaguchi, IT Consultant.
- 28. Adoption of Policy 4078 – Censure Policy.
- 29. Conference Authorization for IT Consultant to Attend the Virtual Internet Librarian Conference, October 26-28, 2021.
- 30. Attendance Authorization to the Orange County Council of Government General Assembly on November 17, 2021.
- 31. Training Authorization for Board Members with David Miranda.
- 32. Information on Civic Center Courtyard Trellis Replacement Project.
- 33. Report: Joint-Use Committee Meeting by President Martin.
- 34. Introduction of Teen Program Ad Hoc Committee (TPAC) Members.

**AGENDA DEVELOPMENT**

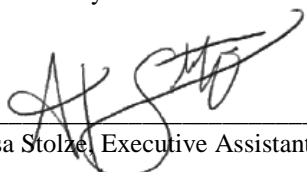
- 35. Agenda Preparation for the October Date Meeting which will be held on October 18, 2021 unless re-scheduled by the Library Board of Trustees.

**ADJOURNMENT**

- 36. The Library Board of Trustees will adjourn the September 20, 2021 meeting.

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

I, Alyssa Stolze, Executive Assistant of the Placentia Library District, hereby certify that the Agenda for the September 20, 2021 Regular Date Meeting of the Library Board of Trustees of the Placentia Library District was posted on September 16, 2021.

  
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Alyssa Stolze, Executive Assistant