

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
August 20, 2007**

CALL TO ORDER

President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on August 20, 2007, at 6:30 P.M.

ROLL CALL

Members Present: President Al Shkoler, Secretary Jean Turner, Trustees Richard DeVecchio, Betty Escobosa and Gaeten Wood, and Library Director Elizabeth Minter.

Members Absent: None

Others Present: Placentia Library employee, Alexander Hernandez, City Administrator Bob Dominguez, Dixie Shaw, and Friends Foundation Treasurer Camille Himes.

**ADOPTION OF
AGENDA**

It was moved by Trustee Escobosa and seconded by Secretary Wood to adopt the Agenda as printed.

AYES:	Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES:	None
ABSTAIN:	None
ABSENT:	None

**ORAL
COMMUNICATIONS**

No members of the public addressed the Board.

PRESIDENT REPORT

President Shkoler reported that he attended the Placentia Chamber of Commerce Golf Tournament on August 20, 2007.

**FRIENDS
FOUNDATION
REPORT**

Placentia Library Friends Foundation Treasurer Camille Himes reported that the PLFF Finance Committee convened by email on August 23, 2007.

TRUSTEE REPORTS

Secretary Turner reported she attended a Children's Program on August 6, 2007. She also attended the Placentia Library/Barnes & Noble Book Event in Fullerton and she attended the North Orange County Legislative Alliance meeting in July 2007.

Trustee Wood had nothing to report at this time.

Trustee DeVecchio had nothing to report at this time.

Trustee Escobosa reported that she attended the Placentia Library/Barnes & Noble Book Event in Fullerton.

**PLACENTIA
LIBRARY FRIENDS
FOUNDATION (PLFF)**

Camille Himes had nothing to report at this time.

**PUBLIC HEARING
FACILITY MASTER
PLAN**

President Shkoler opened and closed the Public Hearing on the Facility Master Plan.

It was moved by Trustee Escobosa and seconded by Secretary Turner to read Resolution 08-03 by title only: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Adopt the Facility Master Plan for the Placentia Library District of Orange County;

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Trustee Wood and seconded by Trustee Escobosa to Adopt Resolution 08-03: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Adopt the Facility Master Plan for the Placentia Library District of Orange County by roll call vote;

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

**PUBLIC HEARING
BUDGET FY 07/08**

President Shkoler opened and closed the Public Hearing on the Budget FY 07/08.

It was moved by Secretary Turner and seconded by Trustee Wood to read Resolution 08-02 by title only: A Resolution of the Board of Trustee of the Placentia Library District of Orange County to Adopt Fiscal Year 2007-2008 Budgets for the Placentia Library District of Orange County;

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Trustee Wood and seconded by Trustee Escobosa to Adopt Resolution 08-02: A Resolution of the Board of Trustee of the Placentia Library District of Orange County to Adopt Fiscal Year 2007-2008 Budgets for the Placentia Library District of Orange County by roll call vote;

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Trustee Wood and Secretary Turner to authorize the Chair and Secretary of the Placentia Library District Board of Trustees to sign the Orange County Budget Forms as amended;

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

**PUBLIC HEARING
FINES & FEES 07/08**

It was moved by Trustee Wood and seconded by Trustee DeVecchio to continue the Public Hearing on the Placentia Library District Fines and Fees Schedule for Fiscal Year 2007-2008 until the September 17, 2007 Library Board Meeting;

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Trustee Wood and seconded by Trustee DeVecchio to authorize staff to publish a notice of continuance of the Public Hearing and a copy of the corrected Proposed Placentia Library District Fines and Fees Schedule for Fiscal Year 2007-2008.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

**CONSENT
CALENDAR**

It was moved by Secretary Turner and seconded by Trustee Wood approve Agenda Items 9-42 except items 11, 12,14,21,and 26.

MINUTES

Minutes of the July 16, 2007 Library Board of Trustees Regular Meeting

CLAIMS

Claims 5015 by Minter/Escobosa/Wood, 5016, 5017 and 5018 by Minter/DeVecchio, 5019, 5020, and 5021 by Minter/Shkoler, and 5022 by Minter/DeVecchio for a total Current Claims for Fiscal Year 2007-2008 of 63,687.30 for Fund 707.

Current Claims 5023, 5024, 5025, 5026 and 5027 for total of \$29,575.79 for the Fiscal Year 2007-2008 and Payrolls #6 (9/12/07) for \$49,472.00 and #7 (9/26/07) for \$49,472.00 for \$94,944.00 for a combined total of \$124,519.79.

FY2007-2008 Cash Flow Analysis through August 20, 2007 and the Schedule of Anticipated Property Tax Revenues for FY2007-2008 as Provided by the Orange County Auditor and recommendation that no funds be transferred at this time.

FINANCIAL

Financial Reports for July 2007

REPORTS

Office General Ledger & Check Registers for July 2007

Acquisitions Report for July 2007

Entrepreneurial Report for July 2007

Collection Agency Report for July 2007

Gifts Report for July 2007

**GENERAL CONSENT
CALENDAR**

Building Maintenance for July 2007

Personnel Report for July 2007

Volunteer Report for July 2007

Circulation Report for July 2007

Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority

Legislative Alerts from the California Special Districts Association and the California library Association

Status Report on Partnerships with Community Organizations

Status Report on Active Grant Applications

Poet Laureate Report

Final Report for Fiscal Year 2006-2007 for Placentia Library District Grant from the California Library Literacy Services (CLLS) as submitted to the State Library of California on August 8, 2007

Notice of the Property Tax Apportionments for Fiscal Year 2007-2008 as provided by the Auditor-Controller, County of Orange on July 27, 2007

Notice of the quarterly meeting of the Independent Special Districts of Orange County on Thursday, August 30, 2007 at the Irvine Ranch Water District.

Status report on the preparation of the Impact Fees Documentation for Library Facilities by MuniFinancial

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

STAFF REPORTS

Director's Report for July 2007

Program Committee Report for July 2007

Children's Services Report for July 2007

Placentia Library Literacy Services Report for July 2007

Reference and Adult Services Report for July 2007

History Room Report for July 2007

Placentia Library Web Site Report for July 2007

Technology Report for July 2007

Publicity Materials produced for July 2007

Safety Committee Minutes for July 2007

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Trustee Escobosa and seconded by Secretary Turner to Approve agenda items 11,12,14,21, and 26.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

**LEGISLATIVE
ISSUES**

Library Director reported that State Budget has not been approved yet. The Library Director encourages the Trustees to maintain contact with our local and state officials in support of the Library Fund.

**STAFF
APPRECIATION
DINNER**

The Staff Appreciation Dinner is set for Sunday, October 7, 2007 @ 5:30P.M. at Dr. and Mrs. Allan Stark's home. The arrangements are being coordinated by Trustee Wood and the Placentia Library Friends Foundation.

**MONEY PURCHASE
PENSION PLAN**

It was moved by Trustee Wood and seconded by Trustee Escobosa to approve the Certificate of Placentia Library District of Orange County designating Secretary Turner as the authorized signator of all documents relating to the amendment of the Placentia Library District of Orange County Pension Plan;

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None

ABSTAIN: None
ABSENT: None

It was moved by Trustee Wood and seconded by Trustee DeVecchio to approve the Placentia Library District of Orange County Money Purchase Plan;

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Trustee DeVecchio and seconded by Trustee Escobosa to approve the Mandatory Distribution Amendment

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Secretary Turner and seconded by Trustee Wood to read Resolution 08-04 by title only: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Adopt the Amendment to the Placentia Library District of Orange County Money Purchase Pension Plan;

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Secretary Turner and seconded by Trustee DeVecchio to adopt Resolution 08-04: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Adopt the Amendment to the Placentia Library District of Orange County Money Purchase Pension Plan by roll call vote;

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

**CSDA BALLOT FOR
REGION 6**

It was moved by Trustee Wood and seconded by Trustee DeVecchio to select Arlene Schafer as the California Special District Association Region 6 seat and authorize Library Director Minter to cast the ballot on behalf of Placentia Library District;

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None

ABSENT: None

**SDRMA 2007 BOARD
OF DIRECTORS
ELECTION**

It was moved by Trustee Escobosa and seconded by Trustee DeVecchio to select Jerry Ledbetter, Henry Miller and Antonio Sedano to the SDRMA 2007 Board of Directors;

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood

NOES: None

ABSTAIN: None

ABSENT: None

It was moved by Trustee Wood and seconded by Secretary Turner to read Resolution 08-05 by title only; A Resolution of the Board of Trustees of the Placentia Library District of Orange County for the Election of Directors to the Special District Management Authority Board of Directors

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood

NOES: None

ABSTAIN: None

ABSENT: None

It was moved by Trustee Wood and seconded by Secretary Turner to adopt Resolution 08-05; A Resolution of the Board of Trustees of the Placentia Library District of Orange County for the Election of Directors to the Special District Management Authority Board of Directors by roll call vote;

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood

NOES: None

ABSTAIN: None

ABSENT: None

**TRAVEL
AUTHORIZATIONS**

It was moved by Secretary Turner and seconded by Trustee DeVecchio to authorize Administrative Services Manager Wendy Goodson to substitute for Library Director Minter at the Public Library Director's Forum in Sacramento, September 20-21, 2007 at a cost not to exceed \$250 to be paid from the General Fund and authorize Librarian II Mary Strazdas to attend the California Library Association Conference in Long Beach, October 26-29, 2007 at a cost not to exceed \$926 to be paid from the General Fund as amended;

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood

NOES: None

ABSTAIN: None

ABSENT: None

**WORD OF MOUTH
MARKETING**

Library Director Minter presented the District's Word of Mouth Marketing Campaign.

**FINANCIAL AUDIT
CONTRACT 06/07**

It was moved by Trustee Wood and seconded by Trustee Escobosa to award the financial audit and Annual Controller's Report preparation contract for Fiscal Year 2006-2007 to Moreland & Associates, Newport Beach for \$8,650;

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Secretary Turner and seconded by Trustee Wood to authorize the Library Director to sign the letter of proposal dated August 14, 2007.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

**PLD BRANDING
LOGOS**

It was moved by Trustee Wood and seconded Trustee DeVecchio to authorize the library staff to proceed with the development of the branding strategy for Placentia Library District with Signature Designs by SRP as proposed in the letter of August 15, 2007 at a cost not to exceed \$800 for development and conceptual artwork and selected President Shkoler to serve on the Marketing Committee chaired by Technical Services Manager Vernon Napier;

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

**AGENDA
PREPARATION**


Agenda Preparation for the August Meeting will be held on Monday, September 17, 2007 at 6:30 P.M.

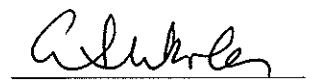
ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for August 20, 2007 adjourned at 8:02 P.M.

NEXT MEETING

The September Library Board Meeting will be held on Monday, September 17, 2007 at 6:30 P.M. in the Library Meeting Room.


Jean Turner
Secretary
Library Board of Trustees


Al Shkoler
President
Library Board of Trustees