

MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
December 19, 2001

CALL TO ORDER President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on December 19, 2001 at 7:35 P.M..

ROLL CALL **Members Present:** President Al Shkoler; Secretary Geoff Braun; Trustees Sandra Stark and Gaeten Wood; and Library Director Elizabeth Minter.

Members Absent: Trustee Peggy Dinsmore.

Others Present: Administrative Assistant Elisa Herrera-Thomas; Public Services Manager and Literacy Coordinator Jim Roberts; Children's Librarian Cyrise Smith; English Language Literacy Intensive (ELLI) Project Manager Ann Margaret Webb.

ADOPTION OF AGENDA It was moved by Trustee Wood, seconded by Trustee Stark to adopt the Agenda as printed.

AYES:	Braun, Shkoler, Stark, Wood
NOES:	None
ABSTAIN:	None
ABSENT:	Dinsmore

MINUTES It was moved by Trustee Wood, seconded by Trustee Stark to approve the Minutes of the November 21, 2001 Regular Meeting as printed.

AYES:	Braun, Shkoler, Stark, Wood
NOES:	None
ABSTAIN:	None
ABSENT:	Dinsmore

TRUSTEE'S REPORT Trustee Stark commented on the encouraging attendance at the History Room Dedication Ceremony on December 4, 2001.

LIBRARY DIRECTOR'S REPORT Library Director Minter reported that the workroom floor abatement work is a week ahead of schedule.

Library Director Minter also reported that the Library was seeing a good growth for passports on weekends and that she is expecting busy Saturdays in the month of January 2002.

Library Director Minter also reported that the Staff Christmas party is to be held on Thursday, December 20, 2001.

CLAIMS

It was moved by Secretary Braun, seconded by Trustee Wood to approve Agenda Items 10 through 13.

Nonstandard Claims: No Nonstandard Claims were presented.

Forwarded by the Library Director: Claims 4181, 4182 and 4183 for a total of \$10,243.14.

Current Claims and Payroll: Claims 4184, 4185, 4186, 4187, 4188, 4189 and 4190 for \$81,987.18. Payroll Claims 4191 for \$26,961.00 and 4192 for \$26,961.00 for a subtotal of \$53,922.00. The combined total for all Claims and Payroll claims was in the amount of \$135,909.18.

FY2001-2002 Cash Flow Analysis through November 21, 2001 with recommendation that no funds be transferred at this time.

AYES: Braun, Shkoler, Stark, Wood
NOES: None
ABSTAIN: None
ABSENT: Dinsmore

FINANCIAL REPORTS

It was moved by Trustee Wood, seconded by Secretary Braun to receive and file Agenda Items 14 through 19:

Financial Reports for November 2001

Office General Ledger & Check Registers for November 2001

Acquisitions Report for November 2001

Collection Agency Report for November 2001

Debit Card System Reimbursement Report for November 2001

Gifts Report for November 2001

AYES: Braun, Shkoler, Stark, Wood
NOES: None
ABSTAIN: None
ABSENT: Dinsmore

GENERAL CONSENT CALENDAR

It was moved by Trustee Wood, seconded by Trustee Stark to receive and file Agenda Items 20-29:

Building Maintenance Report for November 2001. (Receive & File)

Personnel Report for November 2001 (Receive, File & Ratify)

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Appointments)

Volunteer Report for November 2001 (Receive & File)

Circulation Report for November 2001 (Receive & File)

Review of Shared Maintenance Costs with the City of Placentia
under the Joint Powers Authority (Receive & File)

Minutes of the Placentia Civic Center Authority for its meeting
On October 10, 2001 (Receive & File)

Letter from Santiago Library System dated November 14, 2001
Notifying the District that it is receiving a Young Adult
Programs Grant of \$3,200.00 (Receive & File)

Article by Dan Walters of the Sacramento Bee regarding ERAF
and the State Legislature and Legislative update from California
Special Districts Association (CSDA) of December, 2001
(Receive & File)

Library of California Board Actions, November 5-6, 2001
(Receive & File)

Fiscal Year 2000-2001 Annual Report of Financial Transactions
of Special Districts for Placentia Library District as prepared by
Munson, Cronick & Associates and submitted to the State
Controller on November 30, 2001 (Receive & File)

Legislative Alert from the California Special Districts
Association (Receive & File)

ERAF Orphan legislative update from Susan Fuller (Receive &
File)

Ratify contract with Alliance Environmental Group for \$2,615
for asbestos floor tile and adhesive removal in staff workroom
and hallway; and with Disaster Kleenup, Better Floors &
Restorations for \$7,072 for providing and installing carpet tiles
in the staff workroom and hallway. (Receive & File and Ratify
Signature of Contracts by the Library Director)

**PLACENTIA-YORBA
LINDA UNIFIED
SCHOOL DISTRICT
BOND MEASURE**

It was moved by Trustee Wood, seconded by Trustee Stark to read
Resolution 01-3 by title only: A Resolution of the Placentia Library
Board of Orange County Supporting the Placentia-Yorba Linda Unified
School District's Efforts to Acquire Funding from a School Bond
Measure.

AYES: Braun, Shkoler, Stark, Wood
NOES: None
ABSTAIN: None
ABSENT: Dinsmore

It was moved by Trustee Wood, seconded by Trustee Stark to adopt Resolution 01-3.

AYES: Shkoler, Stark, Wood
NOES: Braun
ABSTAIN: None
ABSENT: Dinsmore

**ELECTION OF
BOARD OFFICERS**

Trustee Stark nominated Secretary Geoff Braun as president of the Placentia Library District Board of Trustees.

Secretary Braun declined the nomination.

Trustee Stark nominated Trustee Gaeten Wood as president of the Placentia Library District Board of Trustees.

Trustee Wood declined the nomination.

It was moved by Secretary Braun, seconded by Trustee Wood to nominate and elect Al Shkoler as President of the Placentia Library District Board of Trustees.

AYES: Braun, Shkoler, Stark, Wood
NOES: None
ABSTAIN: None
ABSENT: Dinsmore

It was moved by Trustee Wood, seconded by Trustee Stark to nominate and elect Geoff Braun as Secretary of the Placentia Library District Board of Trustees.

AYES: Braun, Shkoler, Stark, Wood
NOES: None
ABSTAIN: None
ABSENT: Dinsmore

**APPOINTMENT OF
LIBRARY BOARD
REPRESENTATIVES
FOR 2002 BY THE
BOARD PRESIDENT**

President Shkoler appointed:

Secretary Braun and Trustee Wood as representatives to the Placentia Library Foundation Board of Directors.

Trustee Wood as representative to the Independent Special Districts of Orange County.

Trustee Stark as representative to the Special Districts Workers

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Compensation Authority Board of Directors.

Trustee Wood as representative to Special District Local Area Formation
Commission (LAFCO) Selection Committee.

President Shkoler and Trustee Wood as representatives to the Placentia
Civic Center Authority Commission (Shkoler & Wood)

**SELECTION OF
DATE AND TIME
FOR REGULAR
BOARD MEETINGS
FOR 2002**

It was moved by Trustee Stark, seconded by Trustee Wood to schedule
date and time for the Regular Board Meeting for 2002 as the third
Wednesday of the month at 6:30 P.M.

AYES:	Braun, Shkoler, Stark, Wood
NOES:	None
ABSTAIN:	None
ABSENT:	Dinsmore

**REINVESTMENT OF
CERTIFICATES OF
DEPOSIT**

To be deferred until January 16, 2002 Library Board Meeting.

ELLI GRANT

Project Manager Ann Margaret Webb gave a presentation of the Program
Plan for the English Language Literacy Intensive (ELLI) Grant

**YOUNG ADULT
GRANT**

Children's Librarian Cyrise Smith gave a presentation of Program Plan
for the Young Adult Grant.

**CIVIC CENTER
AUTHORITY**

Library Director Minter reported that the Civic Center Authority wants
to install several signs that are uniform in appearance. In order to do
this, the Civic Center Authority wants the District to pay an additional
\$9,000 to cover the costs of the Library signage plus 50% of the shared
signage.

Library Director Minter also discussed the fact that the Library is being
asked to pay for half of the cost of the Reserved Parking Spaces
throughout the entire parking lot although the Library only has two of
the twenty-one reserved parking spaces.

It was moved by Secretary Braun, seconded by Trustee Wood that the
Representatives of the Placentia Library District Board of Trustees do
what is necessary in order to install the Library signage in question but to
also negotiate on the reserved parking space issue.

AYES:	Braun, Shkoler, Wood
NOES:	Stark
ABSTAIN:	None
ABSENT:	Dinsmore

STAFF REPORTS

It was moved by Secretary Braun, seconded by Trustee Wood to approve Agenda Items 37-42.

Program Committee Report for November 2001.

Children's Services Report for November 2001.

Placentia Library Literacy Services Report for November 2001.

Placentia Library Web Site Report for November 2001.

Publicity Materials produced for November 2001.

Safety Committee Minutes for November 2001.

AYES: Braun, Shkoler, Stark, Wood

NOES: None

ABSTAIN: None

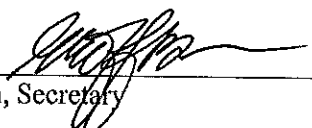
ABSENT: Dinsmore

JANUARY MEETING

The January Regular Library Board Meeting will be held on Wednesday, January 16, 2002 at 6:30 P.M. in the Library Conference Room.

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for December 19, 2001 adjourned at 9:00 P.M.



Geoff Braun, Secretary