

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
January 17, 2001**

CALL TO ORDER The Regular Meeting of the Placentia Library District Board of Trustees was called to order on January 17, 2001 at 7:30 P.M. by President Shkoler.

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

Members Absent: Trustee Gaeten Wood

Others Present: Administrative Assistant Wendy Goodson, Public Services Manager Jim Roberts, and Friends Treasurer Camille Himes.

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

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

MINUTES It was moved by Trustee Dinsmore, seconded by Trustee Stark to approve the Minutes of the December 20, 2000 Regular Meeting as printed.

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

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

PRESIDENT'S REPORT President Shkoler reported that Library Clerk II Estella Wnek sent the Board of Trustees a "Thank You" Card for the basket of chocolate she received after her hospitalization. She is doing well.

TRUSTEE'S REPORT No report at this time.

FRIENDS REPORT Friends Treasurer Camille Himes reported that the Friends had their 3rd Sunday Backdoor Booksale on January 14, 2001. It made \$211.00.

She also announced that the Friends Annual Meeting is April 2, 2001 and the featured speaker will be Earlene Fowler.

Trustee Stark requested that Agenda Items 28, 29, 30, 33, and 36 be discussed immediately before she leaves the meeting.

**CIVIC CENTER
REMODELING
PROJECT**

It was moved by Trustee Stark, seconded by Trustee Dinsmore to approve the financing proposal with a loan amount not to exceed \$240,000; and to assist in establishing priorities in the design planning; and the right to accept/decline proposed changes to the project.

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

SECURITY SYSTEM

It was moved by Trustee Stark, seconded by Trustee Dinsmore to approve the purchase and installation of the Robot Multiplexer 8 Camera System at \$4,170.65 from J.D. Manning & Associates. Date of installation will be coordinated as soon as possible.

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

**ROOF
REPLACEMENT
PROJECT**

The Roofing Project was scheduled to begin the week of January 15, 2001. The work dates will depend on weather conditions. The contract documents have not yet been presented to the Library Director for signature.

**HOLIDAY
EXHIBITS FOR
ETHNIC-
RELIGIOUS
GROUPS**

Trustee Stark has requested that the staff present a proposed policy at the next Board of Trustees meeting.

**TRAVEL
AUTHORIZATIONS**

It was moved by Trustee Stark, seconded by Trustee Dinsmore to authorize Trustee Braun and Library Director Minter to attend the CSDA "Practicalities 2001" Workshop, January 31 – February 1, 2001, in Monterey, CA at a cost not to exceed \$1,360, to be paid from the General Fund; and authorize Trustee Wood and Library Director Minter to attend the International Conference on Fund Raising on March 12, 2001, in San Diego, CA at a cost not to exceed \$800, to be paid from the General Fund; and authorize President Shkoler, Trustees Dinsmore, Stark, and Wood to attend the CALTAC Workshop on Saturday, March 10, 2001 at the Palos Verdes Public Library at a cost not to exceed \$225, to be paid from the General Fund.

Trustee Stark left the meeting at 9:05P.M.

CLAIMS

It was moved by Trustee Dinmore, seconded by Secretary Braun to approve Agenda Items 9 through 12:

Nonstandard Claims in the amount of \$0.00

Claims 4011, 4012, 4013, 4014, and 4015 for Fund 707 forwarded by the Library Director for a total of \$18,776.05.

Current Claims 4018 and 4019 for \$11,537.61; and Payroll Claims 4016 for \$24,513; and 4017 for \$24,513.00 for a combined total of \$60,563.61.

FY2000-2001 Cash Flow Analysis through January 17, 2001 and recommendation that no funds be transferred at this time.

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

**LEGISLATIVE
ISSUES**

Library Director reported that she discussed potential property tax shift legislation with California Special District Association (CSDA) Lobbyist Ralph Heim.

Library Director encouraged Board of Trustee involvement in supporting proposed augmentation for the Public Library Foundation (PLF) program.

**PERFORMANCE
EVALUATION –
LIBRARY
DIRECTOR**

This item deferred to the next Board of Trustees Meeting.

**EXPANDING
LIBRARY'S
VISIBILITY IN
COMMUNITY**

This item deferred to the next Board of Trustees Meeting.

**FINANCIAL
REPORTS**

It was moved by Trustee Dinsmore, seconded by Secretary Braun to receive and file Agenda Items 13 through 18:

Financial Reports for December, 2000

Office General Ledger & Check Registers for December, 2000

Acquisitions Report for December, 2000

Overdue Collection Report for December, 2000

Debit Card System Reimbursement Report for December, 2000

Gifts Report for December, 2000

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

**GENERAL CONSENT
CALENDAR**

It was moved by Secretary Braun, seconded by Trustee Dinsmore to receive and file Agenda Items 19-27:

Building Maintenance Report for December 2000. (Receive & File)

Personnel Report for December 2000 (Receive, File and Ratify Appointments)

Volunteer Report for December 2000 (Receive & File)

Circulation Report for December 2000 (Receive & File)

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

Status report on the Placentia History Room project with the City Of Placentia (Receive & File)

Report on Selection Process for replacement library system for Tri-City Library Network (fka Anaheim Library Consortium (Receive & File)

Certification for Partnerships for Change Implementation Grant From the State Library of California. These funds are directed To support the Spanish Literacy project in collaboration with the City of Placentia and Hear Start. (Receive & File)

Placentia Civic Center Authority Special Meeting Minutes from November 14, 2000 (Receive & File)

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

STAFF REPORTS

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

Program Committee Report for December, 2000.

Children's Services Report for December, 2000.

Placentia Library Literacy Services Report for December, 2000.

Placentia Library Web Site Report for December, 2000.

Publicity Materials produced for December, 2000.

Safety Committee Minutes for December, 2000.

AYES: Braun, Dinsmore, Shkoler

NOES: None

ABSTAIN: None

ABSENT: Stark, Wood

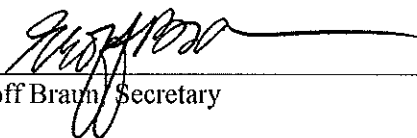
The February Meeting will be held on February 21, 2001.

**AGENDA
PREPARATION**

No action items at this time.

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for January 17, 2001 adjourned at 9:20 P.M.



Geoff Braun, Secretary