

**MINUTES**  
**PLACENTIA LIBRARY DISTRICT**  
**BOARD OF TRUSTEES**  
**March 15, 1993**

**CALL TO ORDER** The Regular Meeting of the Placentia Library District Board of Trustees was called to order on March 15, 1993, at 7:38 P.M. by President Peggy Dinsmore.

**ROLL CALL** **Members Present:** President Peggy Dinsmore; Trustees Ray Evans, Al Shkoler, and Fred West; and Library Director Elizabeth Minter.

**Members Absent:** Secretary Sandra Stark (excused)

**Others Present:** Assistant Library Director Sal Addotta, Administrative Assistant Charlene Dumitru, Friends of the Library President Pat Irot and Chairperson of the Placentia Historical Committee Marie Schmidt.

**ADOPTION OF AGENDA** It was requested by Library Director Minter to delete Items 34 and 35 from the Agenda.

It was moved by Trustee West, seconded by Trustee Evans to delete Items 34 and 35 and adopt the Agenda as amended.

AYES: Dinsmore, Evans, Shkoler, West  
NOES: None  
ABSTAIN: None  
ABSENT: Stark

**MINUTES** It was moved by Trustee Shkoler, seconded by Trustee Evans to approve the Minutes of the Regular Meeting of the Board of Trustees of February 16, 1993 as presented.

AYES: Dinsmore, Evans, Shkoler, West  
NOES: None  
ABSTAIN: None  
ABSENT: Stark

**ORAL  
COMMUNICATIONS**

No members of the public requested to address the board at this time.

The Board agreed to consider Agenda Item 23, California Room, out of sequence.

**CALIFORNIA  
ROOM**

It was moved by Trustee West, seconded by Trustee Shkoler that the California Room be renamed the Placentia History Room.

AYES: Dinsmore, Shkoler, West  
NOES: None  
ABSTAIN: Evans  
ABSENT: Stark

It was moved by Trustee Shkoler, seconded by Trustee West to approve the Placentia History Collection Policy with the word "local" deleted wherever appropriate.

AYES: Dinsmore, Evans, Shkoler, West  
NOES: None  
ABSTAIN: None  
ABSENT: Stark

Direction was given by the Board to develop the collection of the Placentia History Room and to publicize it through activities, displays and participation in the Heritage Day Parade.

**BOARD  
PRESIDENT'S  
REPORT**

President Dinsmore suggested that in the interest of time she would omit the President's Report at this meeting.

**FRIENDS OF THE  
LIBRARY REPORT**

Friends of the Library President Pat Irot reported that the new shelving in the Friend's book sale room was now installed and that she planned to have the donation books arranged on the shelves in a rough Dewey order soon.

Assistant Library Director Addotta reported that safety regulations did not require that the center island shelving be bolted to the floor due to its lower height.

**FINANCIAL  
CLAIMS**

It was moved by Trustee Evans, seconded by Trustee West to approve Agenda Items 8 through 10: Nonstandard Claims; Claims forwarded by the Library Director in the amount of \$6,619.93; and Current Claims and Payroll in the amount of \$80,672.06, as presented.

AYES: Dinsmore, Evans, Shkoler, West  
NOES: None  
ABSTAIN: None  
ABSENT: Stark

**FINANCIAL  
REPORT**

It was moved by Trustee West, seconded by Trustee Shkoler to receive and file Agenda Items 11 through 15: Financial Report for February, 1993; Office Ledger and Check Registers for February, 1993; Overdue Collections Report for February, 1993; Vending Machine Report for February, 1993; and Gift Fund Report for February, 1993, as presented.

AYES: Dinsmore, Evans, Shkoler, West  
NOES: None  
ABSTAIN: None  
ABSENT: Stark

**GENERAL  
CONSENT  
CALENDAR**

It was moved by Trustee Shkoler, seconded by Trustee Evans to approve, receive and file Agenda Items 16-21: Circulation Report for February, 1993; Volunteer Report for February, 1993; Building Maintenance Report for February, 1993; Personnel Report for February, 1993; Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority for February, 1993; and Health and Life Insurance costs for 1993-1994.

**BUDGET  
FY1992-93**

Library Director Minter reported that Altadena, Buena Park and Palos Verdes Library Districts have agreed to join with Placentia Library District to hire a lobbyist to represent us in the 1993 legislative session for budget related issues. The districts have agreed to hire California Advocates. On March 15 a meeting was held with Mike Belote of California Advocates. He will be submitting a written report in approximately two weeks. Mr. Belote understood the Board's concern for maintaining historical property tax revenue.

President Dinsmore, Trustee Shkoler, and Library Director Minter met with Senator John Lewis at his office on March 5, 1993. The meeting went well and Senator Lewis was well informed on the issues.

It was moved by Trustee West, seconded by Trustee Evans to approve the contract with California Advocates, Inc. and to authorize the Library director to sign on behalf of the district; to stipulate that all costs will be paid from and deposited to the County exempt Account; and to approve payment of \$2,218.61 for the month of March, 1993.

**PROPERTY AND  
PROFESSIONAL  
LIABILITY  
INSURANCE  
RENEWALS FOR  
1993-1994**

Tom Shipkey, President of Shipkey Insurance Agency, Inc. arrived at 8:35 P.M.

Mr. Shipkey reported that he had received competitive bids for the same coverage as last year and sees no need to increase coverage at this time.

It was moved by Trustee West, seconded by Trustee Evans to approve renewal of property and liability insurance coverage with Employers Mutual through Shipkey Insurance Agency at a rate of \$11,449.00 for April 1, 1993 through March 31, 1994; and renewal of association professional liability insurance with Albert H. Wohlers & Co. at a rate of \$3,200.00 for April 1, 1993 through March 31, 1994 and to approve payment of Warrant number 3000 in the amount of \$14,649.00.

AYES: Dinsmore, Evans, Shkoler, West  
NOES: None  
ABSTAIN: None  
ABSENT: Stark

**CHAMBER OF  
COMMERCE MIXER**

It was moved by Trustee West, seconded by Trustee Evans to approve a budget not to exceed \$200.00 to be paid from the County Exempt Fund for the Chamber of Commerce Mixer to be held on April 21, 1993.

AYES: Dinsmore, Evans, West  
NOES: None  
ABSTAIN: Shkoler  
ABSENT: Stark

**BLOOD DRIVE**

It was moved by Trustee Shkoler, seconded by Trustee West to approve co-sponsorship of the blood drive with the City of Placentia and Rotary Club of Placentia for June 17, 1993.

AYES: Dinsmore, Evans, Shkoler, West  
NOES: None  
ABSTAIN: None  
ABSENT: Stark

**1993 STAFF  
APPRECIATION  
DINNER**

Library Director Minter reported that Trustee Stark had again offered the use of her home to host the Staff Appreciation Dinner.

It was moved by Trustee West, seconded by Trustee Evans to approve a budget to not exceed \$600.00 for the Staff Appreciation Dinner, to ask the Friends of the Library to pay half the amount and to hold the dinner at the home of Sandra Stark with the date tentatively set for June 4, 1993.

AYES: Dinsmore, Evans, Shkoler, West  
NOES: None  
ABSTAIN: None  
ABSENT: Stark

**SPECIAL  
DISTRICTS  
AUGMENTATION  
FUND (SDAF)  
APPLICATION  
FOR 1993-1994**

It was moved by Trustee West, seconded by Trustee Evans to complete the application process for augmentation funds and to request the full amount.

AYES: Dinsmore, Evans, Shkoler, West  
NOES: None  
ABSTAIN: None  
ABSENT: Stark

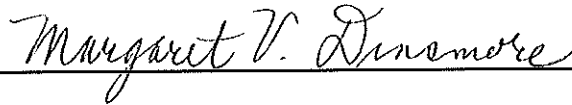
**STAFF REPORTS**

It was moved by Trustee Shkoler, seconded by Trustee Evans to receive and file Agenda Items 29 through 33: Program Report for the Month of February, 1993; Placentia Library Literacy Services Report; Family Literacy Project Report; Publicity Materials produced for the Month of February, 1993; and Americans with Disabilities Act Compliance Report.

AYES: Dinsmore, Evans, Shkoler, West  
NOES: None  
ABSTAIN: None  
ABSENT: Stark

**ADJOURNMENT**

The Regular Meeting of the Placentia Library District Board of Trustees was adjourned at 9:20 P.M.



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Margaret V. Dinsmore, President