

MINUTES  
PLACENTIA LIBRARY DISTRICT  
UNUSUAL DATE MEETING OF THE BOARD OF TRUSTEES  
March 24, 2009

**CALL TO ORDER**

President Shkoler called the Unusual Meeting of the Placentia Library District Board of Trustees to order on March 24, 2009 at 6:30 P.M.

**ROLL CALL**

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

**Members Absent:** None

**Others Present:** Library Staff: Gary Bell, Yesenia Gomez, Roger Hiles, Pat Irot, Katie Matas, Mary Strazdas, Marisa Timothy; and members of the public Keri Steel, John Quakenbush, and their young daughter Katie.

**ORAL  
COMMUNICATION**

Members of the public including History Room volunteer Pat Irot addressed the Board regarding the proposed revision to Policy 6035 – Fines and Fees Schedule. Issues of concern of implementation of fees for specified DVD rentals were discussed with all present.

**TRUSTEE REPORTS**

President Shkoler attended the Placentia Library Friends Foundation meeting and noted that they have a budget in place and are getting independent from the library. President Shkoler attended the State of the City breakfast with all other Board members. He also attended the Bower's Museum program on Egypt. The California Association of Library Trustees and Commissioners (CALTAC) workshop featured 'Libraries of the Future' and focused on electronic data, including the trend of cellular phone use over personal computers for data retrieval.

Secretary DeVecchio has nothing to report at this time.

Trustee Escobosa attended the State of the City breakfast. She also met at City Hall regarding a community needs assessment report.

Trustee Turner attended the State of the City breakfast. She also will be attending an upcoming meeting for a retirement group along with Gary Bell and Pat Irot of the History Room.

Trustee Wood attended the State of the City breakfast. She attended the CALTAC workshop that featured 'Libraries of the Future' and would like to share the information given to 're-think' current library systems. She attended the Placentia Community Network Meeting that included information from the County's One-Stop

Program for Employment Assistance as well as wine tasting hosted by Capone's Restaurant. She along with other trustees attended the welcome reception for Administrative Assistant, Marisa Timothy.

**FRIENDS  
FOUNDATION  
REPORT**

The Placentia Library Friends Foundation annual meeting will be on April 17, 2009 7:00P.M. The Author's Luncheon will be on Saturday May 16, 2009 at 10:30A.M.

**CONSENT CALENDAR**

It was moved by Trustee Wood and seconded by Secretary DeVecchio to approve Agenda Items 8-28 with discussion to be made on Items 17, 18, 22, and 23 as amended. Trustee Escobosa requested discussion on Item 26. Trustee Turner requested discussion of Item 13:

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

Minutes of the February 17, 2009 Library Board of Trustees Regular Meeting (Item 8)

**CLAIMS**

Nonstandard Claims in excess of \$300 (Item 9)

Claims forwarded by the Library Director and Library Trustees (Item 10)

Current Claims and Payroll (Item 11)

FY2008-2009 Cash Flow Analysis through February 2009; the Schedule of Anticipated Property Tax .  
Revenues for FY2008-2009 as provided by the Orange County Auditor; and recommendation that no funds be transferred at this time (Item 12)

**TREASURER'S  
REPORT**

Financial Reports for February 2009 for Placentia Library District Accounts on Deposit with the Orange County Treasurer (Item 13)

Balance Sheet for February 2009 (Item 14)

President Shkoler commented on account #2400 and the difference in the reports regarding book acquisitions. Library Director Contreras is to provide updated numbers addressing the significant difference.

**GENERAL CONSENT**

Acquisitions Report for February 2009 (Item 15)

Entrepreneurial Activities Report for February 2009 (Item 16)

Personnel Report for February 2009 (Item 17)

Secretary DeVecchio stated that the open position needs another title that does not include the term 'management.' Options are Library Analyst of Analyst. Library Director Contreras is to present new possible titles at the next meeting.

Circulation Report for February 2009 (Item 18)

Secretary DeVecchio noted that two significant areas were down for the fiscal year. Library Director Contreras explained that they were indications of the closure due to the earthquake.

Review of Shared Maintenance Costs with the City of Placentia under the JPA (Item 19)

Status Report on Partnerships with Community Organizations (Item 20)

Status Report on Active Grant Applications (Item 21)

**STAFF REPORTS**

Library Director's Report for February 2009 (Item 22)

Library Services Manager Report for February 2009 (Item 23)

Children's Services Report for February 2009 (Item 24)

Literacy / Volunteer Services Report for February 2009 (Item 25)

Reference and Adult Services Report for February 2009 (Item 26)

Local History Room Report for February 2009 (Item 27)

Placentia Library Web Site & Technology Report for February 2009 (Item 28)

**PUBLIC HEARING**

Members of the public were allowed to express their concerns regarding the proposed revision of Placentia Library Districts Policy 6035. Issues of concern of implementation of fees for specified DVD rentals were expressed and discussed with all present. (Item 29)

**DISTRICT POLICIES  
POLICY 6035**

It was moved by Trustee Wood and seconded by Secretary DeVecchio to revise District Policy 6035, Fines and Fees Schedule and implement a DVD rental fee of \$1 for 2 days for new releases, \$1 for one week for older and mini series releases and a \$1 per day fee if overdue, effective July 1, 2009. Non-featured children's and educational DVD's will remain free of charge.

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

**POLICIES OF 400 SERIES**

Per President Shkoler's request, Secretary DeVecchio and Library Director Contreras are to review the 400 Series and to present proposed revisions at the next meeting. Secretary DeVecchio communicated that the priority of the revision is clarifying the duties of the Board. (Item 31)

**READER OF THE QUARTER**

Library Director Contreras presented the Reader of the Quarter program and sample certificate. She expressed that the program is aimed at building community support. President Shkoler asked that the recognition take place at a District Board Meeting rather than a City Council Meeting. It was moved by Secretary DeVecchio and seconded by Trustee Wood to approve the program. (Item 30)

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

**ACCOUNTING RESPONSIBILITIES**

Library Director Contreras recommended that the Library staff handle the processing of claims, cutting checks, and other related accounting functions in order to expedite payables and have accurate records of vendors. President Shkoler recommended item be moved to the July meeting. (Item 32)

**CLOSED SESSION**

A closed session was held to discuss a personnel matter. (Item 33)

**AGENDA PREPERATION**


Agenda Preparation for the April Unusual Date Meeting which will be held on Monday, April 20, 2009 unless re-scheduled by the Library Board of Trustees. (Item 34)

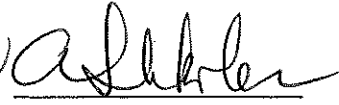
**ADJOURNMENT**

The unusual meeting of the Board of Trustees of the Placentia Library District for March 24, 2009 adjourned at 8:22 P.M. (Item 36)

**NEXT MEETING**

April Unusual Meeting will be held on Monday, April 20, 2009 at 6:30 P.M.

  
Richard DeVecchio  
Secretary  
Library Board of Trustees

  
Al Shkoler  
President  
Library Board of Trustees