

MINUTES
PLACENTIA LIBRARY DISTRICT
BOARD OF TRUSTEES
APRIL 19, 1993

CALL TO ORDER The Regular Meeting of the Placentia Library District Board of Trustees was called to order on April 19, 1993, at 7:38 P.M. by President Peggy Dinsmore.

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

Members Absent: Trustee Al Shkoler

Others Present: Assistant Library Director Sal Addotta and Administrative Assistant Charlene Dumitru.

ADOPTION OF AGENDA It was moved by Trustee West, seconded by Trustee Evans to adopt the Agenda as presented.

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

MINUTES It was moved by Trustee West, seconded by Trustee Evans to approve the Minutes of the Regular Meeting of the Board of Trustees of March 15, 1993 as presented.

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

ORAL COMMUNICATIONS No members of the public were present to address the board at this time.

**BOARD
PRESIDENT'S
REPORT**

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

**LITERACY
VOLUNTEERS OF
AMERICA REPORT**

President Dinsmore reported that a special meeting of Library Volunteers of America would be held on May 10, 1993 for the purpose of discussing where LVA is going during the next year in light of the current fiscal crisis. Trustees are encouraged to attend this meeting.

**FRIENDS OF THE
LIBRARY REPORT**

Trustee Fred West reported that the Friends of the Library had donated \$1,000.00 to the Director's Fund and he expressed his thanks to the Friends.

**FINANCIAL
CLAIMS**

It was moved by Trustee West, seconded by Trustee Evans to approve Agenda Items 8 through 10: Nonstandard Claims; Claims forwarded by the Library Director in the amount of \$5,939.15; and Current Claims and Payroll in the amount of \$130,308.38, as presented.

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

**FINANCIAL
REPORT**

It was moved by Trustee Evans, seconded by Trustee West to receive and file Agenda Items 11 through 14: Financial Report for March, 1993; Office Ledger and Check Registers for March, 1993; Overdue Collections Report for March, 1993; and Vending Machine Report for March, 1993 as presented.

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

**GENERAL
CONSENT
CALENDAR**

It was agreed to delete Agenda Item 19, Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority, from the General Consent Calendar.

It was moved by Trustee West, seconded by Trustee Evans to approve, receive and file Agenda Items 15-18 and 20-22a: Circulation Report for March, 1993; Volunteer Report for March, 1993; Building Maintenance Report for March, 1993; Personnel Report for March, 1993; Transmittal of Placentia History Collection Policy as adopted by the Library Board of Trustees, March 15, 1993; Waiver of security for funds on deposit with Landmark Bank and approval of Contract of deposit of Moneys effective January 20, 1993; submission of application for Fiscal Year 1993-1994 Families for Literacy Grant to the State Library of California; approval of awards for the "Libraries Change Lives" contest.

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

**BUDGET
FY1992-93**

It was moved by Trustee West, seconded by Trustee Evans to read Resolution 93-1 by title only.

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

It was moved by Trustee Stark to adopt Resolution 93-1: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to endorse and support the passage of SB 566 by the legislature of the State of California. Resolution 93-1 was adopted by role call vote:

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

**STAFF
APPRECIATION
DINNER**

It was agreed to change the date of the Staff Appreciation Dinner to Friday, June 18, 1993.

**SUBMISSION OF
APPLICATION
FOR A LSCA
TITLE II GRANT
FOR DISABLED
ACCESS
REMODELING OF
MAIN LIBRARY**

It was moved by Trustee West, seconded by Trustee Evans to approve submission of the Application for Library Services and Construction Act (LSCA) Title II funds for the Disabled Access Remodeling of Main Library Project; to authorize Library Director Minter to sign such application on behalf of the Library Board of Trustees; and to adopt final ADA Self-Evaluation Plan as presented.

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

**AWARD OF
CONTRACT FOR
GENERAL
AUDITING
SERVICES FOR
FY1992-93 AND
FY1993-94**

It was moved by Trustee Evans, seconded by Trustee West to receive and file bids received, and to award contract for general auditing services for fiscal years 1992-1993 and 1993-1994 to Anderson, Lynn, Bezich, Munson & Cronick, Fullerton, at a rate for 1992-1993 not to exceed \$2,950, and at a rate for 1993-1994 not to exceed \$3,100.

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

The Meeting of the Board of Trustees recessed for a break at 9:17 P.M. and reconvened at 9:25 P.M.

**PLACENTIA
LIBRARY
DISTRICT
POLICY ON
STAFF
DISCLOSURE OF
POLITICAL
AFFILIATION TO
THE PUBLIC**

It was moved by Trustee West, seconded by Trustee Evans to adopt a District policy as follows:

Information about an employee's race, religion, political affiliation, or any other information protected by the civil rights laws, may not be requested by District management for any reason, or if known through voluntary disclosure, disclosed to anyone within or outside the Library.

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

**TRAVEL
AUTHORIZATIONS**

It was moved by Trustee West, seconded by Trustee Evans to approve travel authorizations as follows:

1. Independent Special Districts of Orange County general membership meeting on Thursday, April 22, 1993 at \$25.00 per person, plus milage approved for President Dinsmore, Trustee Shkoler and Library Director Minter.

2. California Library Association Legislative Day, May 4, 1993, Sacramento. Transportation, meals, accommodations and registration for President Dinsmore and Library Director.

3. California Special Districts Association Legislative Workshop, May 24 and 25, 1993, Sacramento. Transportation, meals, accommodations and registration for President Dinsmore, Trustees Shkoler and Stark and Library Director.

4. Southern California Library Literacy Network Annual Conference, May 16-18, 1993, Palm Springs. Registration and transportation for Families for Literacy Coordination Gwen Joseph.

5. CSDA Workshop on Legislative Issues, May 6, 1993, Orange County. Mileage, registration and lunch for Trustees and Library Director.

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

STAFF REPORTS

It was moved by Trustee West, seconded by Secretary Stark to receive and file Agenda Items 32-38: Program Report for the Month of March, 1993; Placentia Library Literacy Services Report; Family Literacy Project Report; Publicity Materials produced for the month of March, 1993; Americans With Disabilities Act Compliance Report; Tax Forms Distribution Service, 1993 Final Report; Placentia Local History Study Committee Report.

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

CLOSED SESSION

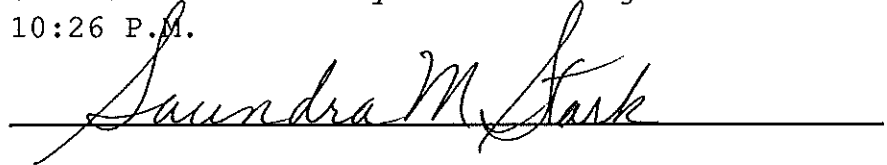
It was moved by Trustee West, Seconded by Trustee Evans to go into closed session to discuss a personnel matter.

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

The Board of Trustees adjourned to Closed Session at 10:01 P.M.

The Board of Trustees reconvened to Open Session at 10:25 P.M.

The Regular Meeting of the Board of Trustees of Placentia Library District adjourned at 10:26 P.M.

A handwritten signature in cursive script, reading "Sandra M. Stark", is written over a solid horizontal line.

Sandra M. Stark, Secretary