

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
April 26, 2004**

CALL TO ORDER President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on April 26, 2004 at 6:36 P.M.

ROLL CALL **Members Present:** President Al Shkoler; Secretary Betty Escobosa; Trustees Richard DeVecchio, Peggy Dinsmore, and Gaeten Wood; and Library Director Elizabeth Minter.

Members Absent: None

Others Present: Public Services Manager/Literacy Coordinator Jim Roberts, Technical Services Manager Julie Shook, President of Friends of Placentia Library Eleanore Rankin, and Administrative Assistant Donna Siloti.

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

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

MINUTES It was moved by Secretary Escobosa and seconded by Trustee Wood to approve the Minutes of the March 22, 2004 Regular Meeting and the March 29, 2004 Work Session.

AYES:	Shkoler, Escobosa, DeVecchio, Dinsmore,
NOES:	None
ABSTAIN:	None
ABSENT:	None

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

PRESIDENT'S REPORT President Shkoler thanked the Friends for a successful Annual Meeting and congratulated Development Director Laranne Millonzi on a job well done.

President Shkoler reported that he and Trustee Dinsmore attended Supervisor Chris Norby's Luncheon. Supervisor Norby spoke about several initiatives that may be on the November ballot. He believes agencies should get all of their funding from one source. Placentia Mayor Judy Dickinson also spoke.

President Shkoler reported that he attended the Chamber Mixer at Villa de Palma and that it was well attended.

TRUSTEE REPORTS

Secretary Escobosa apologized for not attending the Friends Annual Meeting. She reported that she did attend the Friends last regular meeting and complemented Eleanore Rankin on a well-run meeting.

Trustee Wood also thanked the Friends for their Annual Meeting.

Trustee DeVecchio reported that he attended the Placentia Library Foundation Board of Directors meeting. The President has assertive plans for raising funds for the Foundation. Trustee Dinsmore asked how much the Foundation has in assets now. Library Director Minter said she would include a copy of the Foundation's financial statements in next month's board book.

Trustee Dinsmore reported that she attended Supervisor Norby's Luncheon and the Chamber Mixer at Villa de Palma.

LIBRARY DIRECTOR'S REPORT

Library Director Minter reported that she and Literacy Coordinator Roberts have attended a series of book presentations. Chris Lowe has coordinated the donation of his book Elephant Rides for Free to all the third graders attending Placentia schools. The History Room volunteers helped with the research for the book. The Library has sold nearly 500 copies to patrons and Placentia-Yorba Linda Unified School District.

Library Director Minter reported that at the last staff meeting she gave a presentation on the Library's funding and the current budget issues. She will be giving the same presentation with more detail at the May 8th meeting of the Special Library District Trustees.

FRIENDS OF PLACENTIA LIBRARY REPORT

President Rankin reported that the Annual Meeting was successful. It coincided with Volunteer Week and National Library Week.

President Rankin reported that the Friends elected their Directors. Nadine Blansett is replacing Jill Botha. Officers will be elected at the May 3rd meeting.

President Rankin reported that the featured author at next year's Author's Luncheon will be Thom Racina.

President Rankin reported that Library Assistant Katie Matas will be honored by American Business Women's Association at a dinner on April 28.

CLAIMS

It was moved by Trustee Dinsmore and seconded by Trustee Wood to approve Agenda Items 10 through 13.

Nonstandard Claims: No Nonstandard Claims in excess of \$300.

Claims 4582, 4583, 4584, 4585, 4586, 4587, and 4588 forwarded by Library Director for a total of \$29,382.27.

Claims 4589, 4590, 4591, 4592, 4593, and 4594 for a subtotal for

Claims of \$21,273.83; and Payrolls 4595 for \$30,603.80, 4596 for \$30,603.80, and 4597 for \$30,603.80 for a subtotal for Payrolls of \$91,811.40; with a combined total of Claims and Payroll of \$113,085.23.

FY2003-2004 Cash Flow Analysis through April 26, 2004 and recommendation that no funds be transferred at this time. (Receive & File).

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

FINANCIAL REPORTS

It was moved by Trustee Wood and seconded by Trustee Dinsmore to receive and file Agenda Items 14 through 18.

Financial Reports for March 2004

Office General Ledger & Check Registers for March 2004

Acquisitions Report for March 2004

Collection Agency Report for March 2004

Gifts Report for March 2004

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

GENERAL CONSENT CALENDAR

It was moved by Trustee Dinsmore and seconded by Trustee Wood to receive and file Agenda Items 19 through 32, Item 34, and Item 34b.

Building Maintenance Report for March 2004.

Personnel Report for March 2004

Volunteer Report for March 2004

Circulation Report for March 2004

Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority

Legislative Alerts from the California Special Districts Association and the California Library Association.

Status Report on the Two Percent Assessment Appeals Case.

Status Report on Partnerships with Community Organizations.

Status Report on Active Grant Applications.

Poet Laureate Report.

Meeting Notice and Agenda for the March 25 and April 22, 2004 Orange County Council of Governments Board of Directors Meetings and the Minutes of the February 26 and March 25, 2004 Meetings. The next meeting is Thursday, May 27, 2004 at 9:00 A.M.

Report from Sandra Stark on the Special District Risk Management Authority Board Meeting held on March 24, 2004.

Mid-Year Literacy Services Report to the State Library of California.

Meeting Notice for the quarterly meeting of the Independent Special Districts of Orange County for Thursday, April 29, 2004 at 11:00 A.M. at the Municipal Water District of Orange County.

Letter from Costa Mesa Sanitary District dated March 18, 2004 requesting the District's support of the candidacy of Arlene Schafer for the Local Area Formation Commission of Orange County in the upcoming election.

Proposed Local Area Formation Commission (LAFCO) of Orange County budget allocations for Fiscal Year 2004-2005 showing no increase to funding agencies' contributions and Placentia Library's contribution of \$1,000.

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

President Shkoler asked if there was anything in Item #33 that would impact the Library. Library Director Minter explained that when parcels become part of a redevelopment zone, the agencies receiving property taxes on those parcels must request a pass-thru of the property tax. Item #33 deals with a plan to merge several redevelopment projects in Anaheim. Library Director Minter reported that the City of Anaheim had informed her that the Library had no pass-thru moneys at risk in those parcels. Library Director Minter has ordered a map of the District to determine which of the parcels are in the District.

Literacy Coordinator Jim Roberts reported that Item #34a dealt with a grant from the State Library for foreign language materials. The grant includes funds for staff to help with transliteration and cataloguing of the materials.

It was moved by Secretary Escobosa and seconded by Trustee DeVecchio to receive and file Agenda Items 33 and 34a.

Preliminary Report for the Proposed Amendments to the Redevelopment Plans Merging the Alpha, River Valley, Plaza, Commercial/Industrial, West Anaheim Commercial Corridors, and Stadium Redevelopment Projects as distributed by the Anaheim Redevelopment Agency.

Application to the State Library of California for a Library Services and Technology Act (LSTA) Grant for \$6,000 for Korean, Chinese, Vietnamese and Spanish language materials.

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

**LEGISLATIVE
ISSUES**

Library Director Minter distributed the latest emails from California Special Districts Association (CSDA) and California Library Association (CLA).

Library Director Minter reported that she had met with the directors of the other independent special district libraries of Orange and Los Angeles County. Kathryn Smith, director of CLA, reported that secret negotiations are ongoing with the governor's office regarding the proposed property tax shift. She reported that library districts might be exempt if the Dill's Bill (which exempts library districts from future property tax shifts) is not reversed.

Library Director Minter reported that there will be a meeting of Independent Special District Trustees on Saturday, May 8, at the Buena Park Library from 10 A.M. to 12 P.M. She will be lecturing on the history of independent special district library funding and a representative from CSDA has been invited. President Shkoler, Secretary Escobosa and Trustee DeVecchio expressed interest in attending.

**POLICY HANDBOOK
REVIEW**

It was determined that this item will be discussed at a Special Meeting scheduled for Monday, May 10, at 9:00 A.M. in the Library Conference Room.

**DIRECTOR'S
REPORT**

It was moved by Secretary Escobosa and seconded by Trustee Dinsmore that a written report from the Library Director be included in the Board Books.

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

**RESOLUTION TO
COVER
VOLUNTEERS IN
WORKERS' COMP
PROGRAM**

It was moved by Trustee Dinsmore and seconded by Trustee Wood to read Resolution 04-01 by Title only: Resolution of the Board of Trustees of Placentia Library District of Orange County Authorizing and Governing the Use of Volunteers.

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

It was moved by Trustee Dinsmore and seconded by Trustee Wood to approve Resolution 04-01 by roll call vote.

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

**TRAVEL
AUTHORIZATION**

No action was taken on this item.

STAFF REPORTS

It was moved by Trustee Wood and seconded by Secretary Escobosa to approve Agenda Items 41-47.

Program Committee Report for March 2004.

Children's Services Report for March 2004.

Placentia Library Literacy Services Report for March 2004.

Placentia Library Web Site Report for March 2004.

Technology Report for March 2004.

Publicity Materials produced for March 2004.

Safety Committee Minutes for March 2004.

AYES: Shkoler, Escobosa, DeVecchio, Dinsmore,
Wood
NOES: None
ABSTAIN: None

ABSENT: None

CLOSED SESSION

The Regular Library Board Meeting was suspended at 7:40 P.M.

Pursuant to California Government Code Section 54957 (The Brown Act), a Closed Session was held at 7:47 P.M. to discuss a personnel matter regarding the Library Directory.

The Closed Session ended at 8:02 P.M. No Action was taken.

**AGENDA
PREPARATION**


Agenda Preparation for the May Regular Meeting will be held on Monday, May 24, 2004 at 6:30 P.M.


ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for April 26, 2004 adjourned at 8:02 PM.

**MAY
MEETING**

The May Regular Library Board Meeting will be held on Monday, May 24, 2004 at 6:30 P.M. in the Library Conference Room.


Betty Escobbsa
Secretary
Library Board of Trustees


Al Shkoler
President
Library Board of Trustees