

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 24, 2004**

CALL TO ORDER President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on May 24, 2004 at 6:35 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, and President of Friends of Placentia Library Eleanore Rankin.

ADOPTION OF AGENDA It was moved by Trustee DeVecchio 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 Trustee Wood and seconded by Trustee DeVecchio to approve the Minutes of the April 26, 2004 Regular Meeting and the April 26 and May 10, 2004 Work Sessions.

AYES: Shkoler, Escobosa, DeVecchio, Dinsmore,
Wood

NOES: None

ABSTAIN: None

ABSENT: None

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

PRESIDENT'S REPORT President Shkoler reported that he went to Sacramento on May 12 and heard Governor Schwarzenegger speak.

TRUSTEE REPORTS Trustee DeVecchio reported that he attended a joint meeting of the Independent Special District Libraries on May 8 at the Buena Park Library. Library Director Minter gave a presentation on the history of funding of special district libraries.

Secretary Escobosa did not address the Board.

Trustee Dinsmore did not address the Board.

Trustee Wood did not address the Board.

**FRIENDS OF
PLACENTIA
LIBRARY REPORT**

President Rankin reported that at the last Friends Meeting a request was made for the Library staff to prepare a wish list.

FRIENDS WISH LIST

The staff wish list was reviewed. It includes the following items:

1. A complete revision of the District's website, not to exceed \$6,000.
2. Headset microphone for the sound system, not to exceed \$800.
3. Audio Books and DVD's for collection, not to exceed \$5,000.

It was moved by Trustee Wood and seconded by Secretary Escobosa to endorse the staff wish list.

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

CLAIMS

It was moved by Trustee DeVecchio and seconded by Secretary Escobosa to approve Agenda Items 8 through 11.

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

Claims 4598, 4599, 4600, 4601, 4602, and 4603 forwarded by Library Director for a total of \$28,432.76.

Claims 4604, 4605, 4606, 4607, 4608, 4609, and 4610 for a subtotal for Claims of \$22,509.89; and Payrolls 4611 for \$21,604.00, and 4612 for \$31,154.00 for a subtotal for Payrolls of \$52,758.00; with a combined total of Claims and Payroll of \$75,267.89.

FY2003-2004 Cash Flow Analysis through May 24, 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 Dinsmore and seconded by Trustee Wood to receive and file Agenda Items 12 through 16.

Financial Reports for April 2004

Office General Ledger & Check Registers for April 2004

Acquisitions Report for April 2004

Collection Agency Report for April 2004

Gifts Report for April 2004

AYES: Shkoler, Escobosa, DeVecchio, Dinsmore,
Wood

NOES: None

ABSTAIN: None

ABSENT: None

**GENERAL CONSENT
CALENDAR**

It was moved by Secretary Escobosa and seconded by Trustee Wood to receive and file Agenda Items 17 through 21, Items 24 through 27, and Items 30 and 31.

Building Maintenance Report for April 2004.

Personnel Report for April 2004

Volunteer Report for April 2004

Circulation Report for April 2004

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

Status Report on Partnerships with Community Organizations.

Status Report on Active Grant Applications.

Poet Laureate Report.

Grant application to Verizon for the Families for Literacy Program for \$10,000.

Vision Service Plan rate notification for August 2004 through July 2005.

Ameritas Dental Insurance rate notification for July 2004 through June 2005.

Grant Application to Mervyn's for the Families for Literacy Program for \$5,000.

Grant Application to Target Stores for the Families for Literacy Program for \$5,000.

AYES: Shkoler, Escobosa, DeVecchio, Dinsmore,
Wood

NOES: None

ABSTAIN: None
ABSENT: None

After a discussion, it was moved by Trustee DeVecchio and seconded by Trustee Dinsmore to receive and file Agenda Items 22, 23, 28 and 29.

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

Status Report on the Two Percent Assessment Appeals Case.

Lease documents for HVAC loan refinancing.

Final LAFCO Budget for 2004-2005 and the payment distribution formula for Orange County, Cities and Independent Special Districts. Placentia Library District's share remains the same as Fiscal Year 2004-2005 at \$1,000.

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

**LEGISLATIVE
ISSUES**

It was moved by Secretary Escobosa and seconded by Trustee Wood to read Resolution 04-02 by Title only: Resolution of the Board of Trustees of Placentia Library District of Orange County Supporting the Governor's Proposed State of California Budget for Fiscal Year 2004-2005 and Authorizing a Representative of the Palos Verdes Library District to Speak on its Behalf Before the California Legislative Committees.

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

It was moved by Secretary Escobosa and seconded by Trustee Wood to approve Resolution 04-02 by roll call vote.

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

**POLICY HANDBOOK
REVIEW**

It was determined that this item will be discussed at a Special Meeting scheduled for Tuesday, June 8, at 2:30 A.M. in the Library Conference Room.

GANN RESOLUTION

It was moved by Trustee Wood and seconded by Trustee DeVecchio to read Resolution 04-03 by Title only: Resolution of the Board of Trustees of Placentia Library District of Orange County To Establish The Appropriations Limitation For the Fiscal Year 2004-2005.

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

It was moved by Trustee Wood and seconded by Trustee DeVecchio to approve Resolution 04-03 by roll call vote.

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

**BUDGET
PRESENTATION
FOR FY 2004-2005**

Library Director Minter discussed anticipated revenues and grants. She also led a discussion about the possibility of Friday and Saturday hours as well as remodeling of the Library lobby and circulation area.

STAFF REPORTS

It was moved by Trustee Wood and seconded by Trustee DeVecchio to approve Agenda Items 39-46.

Library Director's Report

Program Committee Report for April 2004.

Children's Services Report for April 2004.

Placentia Library Literacy Services Report for April 2004.

Placentia Library Web Site Report for April 2004.

Technology Report for April 2004.

Publicity Materials produced for April 2004.

Safety Committee Minutes for April 2004.

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

The Regular Library Board Meeting was suspended at 8:10 P.M.

CLOSED SESSION

Pursuant to California Government Code Section 54957 (The Brown Act), a Closed Session was held at 8:18 P.M. to discuss a personnel matter regarding the Library Directory.

The Closed Session ended at 8:35 P.M. No Action was taken.

**AGENDA
PREPARATION**

Agenda Preparation for the June Regular Meeting will be held on Monday, June 21, 2004 at 6:30 P.M.

ADJOURNMENT

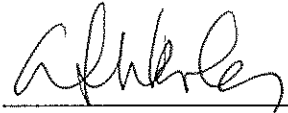
The Regular Meeting of the Board of Trustees of the Placentia Library District for May 24, 2004 adjourned at 8:35 PM.

**JUNE
MEETING**

The June Regular Library Board Meeting will be held on Monday, June 21, 2004 at 6:30 P.M. in the Library Conference Room.



Betty Escobosa
Secretary
Library Board of Trustees



Al Shkoler
President
Library Board of Trustees