

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
DECEMBER 19, 1995**

CALL TO ORDER

The Regular Meeting of the Placentia Library District Board of Trustees was called to order on December 19, 1995 at 7:40 P.M. by President Margaret Dinsmore.

ROLL CALL

Members Present: President Margaret Dinsmore; Secretary Sandra Stark; Trustee Robin Masters; and Library Director Elizabeth Minter.

Members Absent: Trustees Ray Evans and Al Shkoler.

Others Present: Principal Librarian Suad Ammar; and Administrative Assistant Charlene Dumitru.

**ADOPTION OF
AGENDA**

It was moved by Secretary Stark, seconded by Trustee Masters, to adopt the Agenda as presented.

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

MINUTES

It was moved by Trustee Masters, seconded by President Dinsmore to approve the Minutes of the Regular Meeting of November 21, 1995 as presented.

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

**ORAL
COMMUNICATIONS**

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

**BOARD
PRESIDENT'S
REPORT**

President Dinsmore reported on the Placentia Chamber of Commerce Citizen of the Year Awards breakfast. She congratulated Library Volunteer Dixie Shaw and Library Trustee Al Shkoler for being selected Citizens of the Year and suggested that the Library nominate Friends of the Library President Pat Irot again next year for Citizen of the Year.

**FRIENDS OF THE
LIBRARY REPORT**

Library Director Minter reported that the Friends have purchased a refrigerator for storage of refreshment supplies for Library programs.

**FOUNDATION
REPORT**

Secretary Stark reported that the Foundation Board has authorized the first investment of \$3,000 in a Mutual Funds account. She also expressed appreciation for recent donations to the Endowment Fund by Mr. and Mrs.

Loyce Hartlein and Dr. and Mrs. Daniel A. Farkas. Secretary Stark reported that she has not yet heard any determination on the pending grant applications.

CLAIMS

It was moved by Secretary Stark, seconded by Trustee Masters to approve Agenda Items 9 through 12: Nonstandard Claims in the amount of \$0.00; Claims forwarded by the Library Director in the amount of \$3,337.51; Current Claims and Payroll in the amount of \$66,310.94; and authorization of transfer of \$70,000 from FUND 707 (General Fund) to fund 706 (Bond Redemption) to reverse the transfer authorized on October 17, 1995.

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

FINANCIAL REPORT

It was moved by Trustee Masters, seconded by Secretary Stark to receive and file Agenda Items 13 through 19: Financial Reports for November, 1995; County of Orange Investment Pool Portfolio Summary for November, 1995; Office General Ledger & Check Registers for November, 1995; Acquisitions Report for November, 1995; Overdue Collection Report for November, 1995; Debit Card System Reimbursement Report for November, 1995; and Gifts Report for November, 1995.

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

**GENERAL CONSENT
CALENDAR**

It was moved by Trustee Masters, seconded by Secretary Stark to receive Agenda Items 20 through 25: Building Maintenance Report for November, 1995 (Receive & File); Personnel Report for November, 1995 (Receive, File, and Ratify Appointments); Volunteer Report for November, 1995 (Receive & File); Circulation Report for November, 1995 (Receive & File); Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority (Receive & File); and Submission of the District's Certification for the Public Library Fund Grant, and Request for Waiver from its 100% Maintenance of Effort Requirement for 1995-1996, to the State Library of California (Receive & File).

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

**ORANGE COUNTY
BANKRUPTCY
SETTLEMENT
AGREEMENT**

Library Director Minter discussed the status of the Orange County Bankruptcy and the proposed settlement agreement. No Board action was taken.

**SELECT VENDOR
FOR PHOTOCOPIER
CONTRACT**

It was moved by Secretary Stark, seconded by Trustee Masters to defer Agenda Item 27, Selection of Vendor for Photocopier Contract, to the January Board Meeting.

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

**AUTHORIZATION
FOR SOLICITATION
OF BIDS FOR
LOCAL AREA
NETWORK SYSTEM**

It was moved by Trustee Masters, seconded by Secretary Stark to authorize solicitation of bids for the purchase, lease purchase, or lease of Local Area Network System.

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

**ORANGE COUNTY
EMERGENCY
OPERATIONAL
AREA COUNCIL**

It was moved by Secretary Stark, seconded by Trustee Masters to select Trustee Shkoler and Representative and President Dinsmore as Alternate to the Operational Area Council; and to appoint Library Director Minter as Representative and Administrative Assistant Dumitru as Alternate to the Orange County Emergency Organization.

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

**TRAVEL
AUTHORIZATIONS**

It was moved by Trustee Masters, seconded by Secretary Stark to:

1. Approve travel expense not to exceed \$1,469.00 from the 321 Grant for Library Board President Dinsmore to attend the Public Library Association Biennial Conference, Portland, Oregon, March 26-30, 1996.
2. Approve attendance by Library Director Minter, Principal Librarian Ammar, and Librarian Shook at the Public Library Association Biennial Conference, Portland, Oregon, March 26-30, 1996, with expenses to be paid from the District's Staff Development Account with the Santiago Library System.
3. Approve payment of \$193.00 for Public Library Association Division membership dues to the American Library Association for Library Board President Dinsmore, Principal Librarian Ammar and

Librarian Shook; and American Library Association membership for Librarian Shook.

4. Approve travel expense not to exceed \$355.00 from the California Literacy Campaign and Families for Literacy Grants, for Literacy Coordinator Katie Matas and Families for Literacy Coordinator Jeannine Walters to attend the Conference/Planning Retreat for the Southern California Library Literacy Network at the Los Angeles Conference Center, Lake Arrowhead, May 7-9, 1996.

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

STAFF REPORTS

It was moved by Secretary Stark, seconded by Trustee Masters to receive and file Agenda Items 31 through 37: Program Report for Month of November, 1995; Children's Services Report for Month of November, 1995; Publicity Materials produced for the Month of November, 1995; Placentia Library Literacy Services Report for Month of November, 1995; Families for Literacy Project Report for the Month of November, 1995; and Placentia Pride Committee Report for Month of November, 1995.

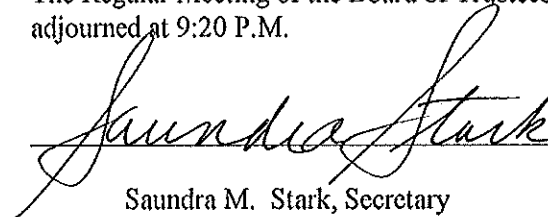
AYES: Dinsmore, Stark, Masters
NOES: None
ABSTAIN: None
ABSENT: Evans, Shkoler

AGENDA PREPARATION

1. Election of Officers
2. Selection of Vendor for Photocopier Contract
3. Election of Representative to Special District Workers Compensation Board of Directors.

ADJOURNMENT

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



Sandra M. Stark, Secretary