

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
June 21, 2000**

CALL TO ORDER The Regular Meeting of the Placentia Library District Board of Trustees was called to order on June 21, 2000 at 7:30 P.M. by President Shkoler.

ROLL CALL **Members Present:** President Al Shkoler, Secretary Robin Masters, Trustees Peggy Dinsmore; Saundra Stark; Gaeten Wood; and Library Director Elizabeth Minter.

Members Absent: None

Others Present: Public Services Manager Jim Roberts; and Administrative Assistant Wendy Goodson

ADOPTION OF AGENDA It was moved by Secretary Masters, seconded by Trustee Wood to adopt the Agenda as printed.

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

MINUTES It was moved by Trustee Dinsmore, seconded by Trustee Stark to approve the Minutes of the May 24, 2000 Regular Meeting as printed.

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

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

PRESIDENT'S REPORT Nothing to report at this time.

TRUSTEE REPORTS Trustee Stark reported she attended the Special District Worker's Compensation Board of Directors Special Meeting on June 13, 2000 regarding agency self-insurance to \$150,000. There will a meeting on June 26, 2000 to discuss obtaining full coverage insurance from another source.

LIBRARY DIRECTOR'S REPORT Library Director encouraged the Board to attend the Chamber of Commerce Breakfast on June 29, 2000. Public Works Director, Chris Becker, will be presenting the City's Rail Corridor Project.

FRIENDS REPORT

Library Director reported that the Friends Board will be inactive until September 2000.

FOUNDATION REPORT

Nothing to report at this time.

HISTORY ROOM REPORT

Library Director reported that venting in the small workroom will be installed in July 2000.

CLAIMS

It was moved by Trustee Wood, seconded by Trustee Stark to approve Agenda Items 11 through 14:

Nonstandard Claims in the amount of \$0.00

Claims 3922,3923,3924,3925, and 3926 forwarded by the Library Director for a total of \$9,223.63.

Current Claims 3929,3930,3931,3932,3933,3934, and 3935; and Payroll Claims 3927, 3928 each for \$23,606.00 for a combined total of \$72,083.05.

FY1999-00 Cash Flow Analysis through June 21, 2000 and recommendation that no funds be transferred.

FINANCIAL REPORTS

It was moved by Secretary Masters, seconded by Trustee Wood to receive and file Agenda Items 15 through 20:

Financial Reports for May, 2000

Office General Ledger & Check Registers for May, 2000

Acquisitions Report for May, 2000

Overdue Collection Report for May, 2000

Debit Card System Reimbursement Report for May , 2000

Gifts Report for May, 2000

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

**GENERAL CONSENT
CALENDAR**

It was moved by Trustee Dinsmore, seconded by Trustee Stark to receive and file Agenda Items 21-28:

Building Maintenance Report for May 2000. (Receive & File)

Personnel Report for May 2000 (Receive, File and Ratify Appointments)

Volunteer Report for May 2000 (Receive & File)

Circulation Report for May 2000 (Receive & File)

Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of May 2, 2000 (Receive & File)

Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority (Receive & File)

Status report on the Placentia History Room project with the City Of Placentia (Receive & File)

Legislative Reports from the California Special District Association and the California Library Association (Receive & File)

Status Report on Replacement of Meeting Room and Board Room window coverings (Receive & File)

Application Western State University College of Law for Federal Work Study (FWS) staff for the Literacy Program (Receive & File and Ratify Appointment)

Request from Ted Martin, President, El Toro Water District, for The candidate nominated by El Toro for the vacant position on Orange County LAFCO to make a presentation regarding his Candidacy to the Library Board in June (Receive & File)

Actions taken at the April 26-27 Meeting of the Library of California Board (Receive & File)

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

**FY2000-2001 BUDGET
PROCESS REVIEW**

Library Director reported that the Governor's Budget is still pending.

Library Director reported the Library will not be receiving roof replacement funds.

Library Director also reported that Assembly Ackerman's staff offered to write endorsements for grant applications prepared by the District.

GANN LIMITATION

It was moved by Trustee Stark, seconded by Trustee Dinsmore to read Resolution 99-15, Establishing Appropriations Limitation (GANN) for Fiscal Year 2000-2001.

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

It was moved by Trustee Stark, seconded by Secretary Masters to adopt Resolution 99-15, Establishing Appropriations Limitation (GANN) for Fiscal Year 2000-2001 by roll call vote.

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

**SALARY
SCHEDULES**

It was moved by Trustee Dinsmore, seconded by Trustee Stark to read Resolution 99-16, Adopt Salary Schedules for Fiscal Year 2000-2001 Budget effective July 1, 2000.

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

It was moved by Trustee Dinsmore, seconded by Secretary Masters to adopt Resolution 99-16, Adopting Salary Schedules for Fiscal Year 2000-2001 by roll call vote.

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

**PERSONNEL
ALLOCATION &
ORGANIZATION
CHART**

It was moved by Trustee Wood, seconded by Trustee Dinsmore to adopt the Personnel Allocation Schedule and Organization Chart for Fiscal Year 2000-2001.

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

**SPENDING
AUTHORIZATION
FOR BUDGET 1999-
2000**

It was moved by Trustee Dinsmore, seconded by Secretary Masters to continue the Spending Authorization of the Fiscal Year 1999-2000 Budget until August 31, 2000, pending adoption of the State Budget

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

**FINES & FEES
SCHEDULE**

It was moved by Trustee Stark, seconded by Trustee Wood, to establish the Fines & Fees Schedule for Fiscal Year 2000-2001.

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

It was moved by Trustee Stark, seconded by Trustee Wood, to set item for Public Hearing on July 19, 2000 at 7:30 P.M.

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

**HOLIDAY &
LIBRARY PUBLIC
SERVICE
SCHEDULE**

It was moved by Trustee Dinsmore, seconded by Secretary Masters to read Resolution 99-17, Adopt Holiday and Library Public Service Schedule for Calendar Years 2000-2001.

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

It was moved by Trustee Stark, seconded by Trustee Wood to adopt Resolution 99-17, Adopt Holiday and Library Public Service Schedule for Calendar Years 2000-2001.

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

STAFF REPORTS

It was moved by Trustee Dinsmore, seconded by Trustee Wood to approve Agenda Items 41-46:

Program Committee Report for May, 2000.

Children's Services Report for May, 2000.

Placentia Library Literacy Services Report for May, 2000.

Placentia Library Web Site Report for May, 2000.

Publicity Materials produced for May, 2000.

Safety Committee Minutes for May, 2000.

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

**AGENDA
PREPARATION**

Closed Session to discuss personnel matters – Library Director position.

The July Regular Meeting will be held on July 19, 2000.

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for June 21, 2000 adjourned at 8:45 P.M.


Robin J. Masters, Secretary