





**AGENDA
SPECIAL MEETING
PLACENTIA LIBRARY DISTRICT
BOARD OF TRUSTEES**

Tuesday, August 3, 2004
1:00 P.M.
Library Conference Room

The Purpose of the Placentia Library District is to provide library services and materials that are responsive to the informational, recreational, educational, and cultural needs of all members of the community.

To accomplish this goal the Library:

-  Acquires, organizes and maintains a collection of print and non-print materials to meet the informational, recreational, educational, and cultural reading, listening and viewing needs of the residents of the District and other eligible users.
-  Provides qualified staff to assist the public with the use of the collection and the information contained therein.
-  Provides and operates a library facility, that is free of physical barriers, to house the collection and services, to provide reading and study space for users, and to provide space for Library and community programs.
-  Collects, preserves and maintains a collection of published and unpublished material about the City of Placentia and contiguous communities, about current and prior residents of Placentia, and published materials by authors who reside or have resided in Placentia.

AGENDA DESCRIPTIONS: *The Agenda descriptions are intended to give members of the public notice and a general summary of items of business to be transacted or discussed. The Board may take any action which it deems to be appropriate on the Agenda and is not limited in any way by the notice of the recommended action.*

REPORTS AND DOCUMENTATION: *Reports and documentation relating to Agenda items are on file in the Administrative Office and the Reference Department of Placentia Library District, and are available for public inspection. A copy of the Agenda packet will be available for use during the Board Meetings. Any person having any question concerning any Agenda item may call the Library Director at 714-528-1925, Extension 203.*

1. Roll Call Administrative Assistant
2. Adoption of Agenda

This is the opportunity for Board members to delete items from the Agenda, to continue items, to re-order items, and to make additions pursuant to Government Code Section 54954.2(b).

Presentation: Library Director
Recommendation: Adopt by Motion

3. Oral Communications

At this time, in accordance with California Government Code Section 54954.3, members of the public may address the Library Board of Trustees on any matter within the jurisdiction of the Board.

In accordance with Library Board Policy adopted on April 13, 1992, presentations by the public are limited to 5 minutes per person.

In accordance with California Government Code Section 54954.3, members of the public are also permitted to address the Library Board of Trustees on specific Agenda Items before and at the time that an Item is being considered by the Board.

Action may not be taken on items not on the Agenda except in emergencies or as otherwise authorized by Government Code Section 54954.2(b).

4. Library Hours of Public Service. Set new hours of public service effective September 7, 2004.

Presentation: Library Director
Recommendation: Adopt new hours of public service: Sunday 1:00 P.M.-5:00 P.M., Monday through Wednesday 9:00 A.M.-9:00 P.M., Thursday 9:00 A.M.-6:00 P.M., Friday-closed, Saturday 9:00 A.M.-5:00 P.M.

5. Review of the Placentia Library District Policy Handbook: Sections 3000 - Financial and 6000 – Library Operations.

CLOSED SESSION

6. Closed Session to Discuss a Personnel Matter

Pursuant to California Government Code Section 54957 a closed session will be held to discuss the evaluation of performance of an employee, the Library Director, a personnel matter.

ADJOURNMENT

5. Agenda Preparation for the August Regular Meeting, which will be held on Monday, August 23, 2004 at 6:30 P.M.

6. Review of Action Items.

No action or discussion shall be taken on any item not appearing on the posted Agenda, unless authorized by law.

7. Adjourn

*****CERTIFICATION OF POSTING*****

I, Donna Siloti, Administrative Assistant for Placentia Library District, hereby certify that the Agenda for the August 3, 2004 Special Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, July 29, 2004.



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Library Hours of Public Service
DATE: August 3, 2004

BACKGROUND:

Now that the Placentia Library District and State of California Budgets have been adopted it is time to establish the Library's operating schedule.

Staff recommendation is as follows:

Placentia Library District Hours of Public Service
Effective September 7, 2004

Sunday 1:00 P.M. – 5:00 P.M.
Monday, Tuesday, Wednesday 9:00 A.M. – 9:00 P.M.
Thursday 9:00 A.M. – 6:00 P.M.
Friday Closed
Saturday 9:00 A.M. – 5:00 P.M.

RECOMMENDATION:

Adopt the recommended schedule effective September 7, 2004.

**AGENDA
SPECIAL MEETING
PLACENTIA LIBRARY DISTRICT
BOARD OF TRUSTEES**

Tuesday, August 3, 2004

1:00 P.M.

Library Conference Room

Call to Order: 1:11

1. Roll Call Administrative Assistant

Betty EDM
Richard Jw
Gae Downer
Peggy 1:20
Δ 1:12

2. Adoption of Agenda

Presentation: Library Director
Recommendation: Adopt by Motion

M: W Δ 11
S: De

3. Oral Communications None

4. Library Hours of Public Service. Set new hours of public service effective September 7, 2004.

*Prop Tax Increases, Passports, - Funded by
Good Budgeting, 3 additional staff.*

Presentation: Library Director

Recommendation: Adopt new hours of public service: Sunday 1:00 P.M.-5:00 P.M., Monday through Wednesday 9:00 A.M.-9:00 P.M., Thursday 9:00 A.M.-6:00 P.M., Friday-closed, Saturday 9:00 A.M.-5:00 P.M.

M: W
S: E Δ 11

*Adopt as last meeting
3010*

5. Review of the Placentia Library District Policy Handbook: Sections 3000 - Financial and 6000 - Library Operations.

M: De
S: W Δ 11

CLOSED SESSION

2:56
3:05

6. Closed Session to Discuss a Personnel Matter

Pursuant to California Government Code Section 54957 a closed session will be held to discuss the evaluation of performance of an employee, the Library Director, a personnel matter.

ADJOURNMENT

5. Agenda Preparation for the August Regular Meeting, which will be held on Monday, August 23, 2004 at 6:30 P.M.

6. Review of Action Items.

7. Adjournment: 4:10

3020 - Public Hearing = August Δ to July
M: E S: De All

3030 - M: De S: E All

3035 - M: De S: W All

3037 - M: E S: D All

3040 - M: W S: De All

3042 - M: D S: W All

3045 - ^b ~~add~~ amended M: W S: De All

3050 - M: D S: De All

3055 - ~~#~~ add 3045.3 Disp of Electron Equip.
EDM wire amend.

3090 as amended M: W S: De All

6010 - ^a ~~amended~~ M: E S: W All

6020 - M: De S: W All

6025 - M: E S: De All

Add Privacy Policy

6030 - ~~amended~~ M: D S: W All

6035 ~~M: W~~ S: already approved.

6037 - M: E S: De All

6040 - amended M: W S: D All

6050 - amended M: W S: D All

6060 - M: De S: E All

606^s ~~Add~~ Public Behavior Policy ^{amended} M: W S: E All

6070 - M: D S: W All

6080 - M: W S: De All