

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 24, 2000**

CALL TO ORDER The Regular Meeting of the Placentia Library District Board of Trustees was called to order on May 24, 2000 at 7:33 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 Stark 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 Secretary Masters to approve the Minutes of the April 19, 2000 Regular Meeting as printed.

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

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

PRESIDENT'S REPORT President Shkoler announced that Secretary Masters has decided not to run for reelection in November 2000. This is his final term as a Placentia Library District Board Trustee.

TRUSTEE REPORTS Trustee Stark reported she attended the Special District Worker's Compensation Board of Directors Meeting in Ontario on May 19, 2000. SDWCA will continue to use Fireman's Fund as the District's insurance provider. Also, SDWCA is actively pursuing new district memberships.

**LIBRARY
DIRECTOR'S
REPORT**

Library Director reported that she and Jim Roberts visited Evergreen Bookstore in Monterey Park to purchase library materials for adults and children in Chinese.

Library Director reported that she and Jim Roberts attended the "Information Technology Survival Skills for Librarians Workshop" conducted by InfoPeople Inc.

Library Director also attended the InfoPeople Workshop, "Digitizing Your Treasures" at the Los Angeles Public Library with Julie Shook, Pat Irot and Marie Schmidt.

Library Director also reported that Anaheim Central Library is conducting an RFP process for its library systems. The transition is expected to take place by December 31, 2000.

FRIENDS REPORT

Library Director reported that the Friends Board does not have a President at this time.

**FOUNDATION
REPORT**

Trustee Wood reported that Diversified Staffing Solutions, an employment placement agency in Placentia, had requested the Placentia Library Foundation to serve as their fiscal agent for grants in support of a project at the Kathy Torres Learning Center. This request will not be pursued because it is not in compliance with the Foundation's Articles of Incorporation.

**HISTORY ROOM
REPORT**

Library Director reported that the shelving for the History Room was ordered and delivery will take place in four to six weeks. Premier Contractors is scheduled to do the final move of the History Room the week of May 22, 2000.

CLAIMS

It was moved by Trustee Dinsmore, seconded by Secretary Masters to approve Agenda Items 11 through 14:

Nonstandard Claims in the amount of \$0.00

Claims 3905,3906,3907,3908,3909 and 3910 forwarded by the Library Director for a total of \$21,334.36.

Current Claims 3914,3915,3916,3917,3918,3919,3920 and 3921; and Payroll Claims 3911, 3912 each for \$19,603.00 and 3913 for \$21,520, for a combined total of \$86,407.63.

FY1999-00 Cash Flow Analysis through May 24, 2000 and recommendation that no funds be transferred.

**FINANCIAL
REPORTS**

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

Financial Reports for April, 2000

Office General Ledger & Check Registers for April, 2000

Acquisitions Report for April, 2000

Overdue Collection Report for April, 2000

Debit Card System Reimbursement Report for April , 2000

Gifts Report for April, 2000

AYES: Dinsmore, Masters, Shkoler, Stark, Wood

NOES: None

ABSTAIN: None

ABSENT: None

**GENERAL CONSENT
CALENDAR**

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

Building Maintenance Report for April, 2000. (Receive & File)

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

Volunteer Report for April, 2000 (Receive & File)

Circulation Report for April, 2000 (Receive & File)

Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of April 4, 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

Status Report on Replacement of Meeting Room and Board Room

Notice from the Institute on 21st Century Librarianship, Stanford University, that Library I, Cyrise Smith has been accepted as a Participant in the First Annual Stanford-California State Library Institute, August 6-12, 2000. The cost for the District will be \$250 plus travel expenses. The balance of the costs will be paid by a grant from the State Library of California

Election information for November 7, 2000 General Election
Providing statement that Placentia Library District will not pay
For a candidate's statement of qualification by candidates for the
District

Notice of Independent Special District Selection Committee
Meeting for June 29, 2000

Letter from Arlene Shafer, Costa Mesa Sanitary District,
Requesting Placentia Library District's support of her
Nomination as a full member of the Orange County Local
Formation Commission (LAFCO)

Public Perceptions of Public Libraries: Research Summary
Highlights and Conclusions, presented by the California
Public Library Director's Forum, March 2000

Letter of Authorization for Munson, Cronick, & Associates,
CPA to conduct the Fiscal Year 1999-2000 Financial Audit
For Placentia Library District

Letter from Orange County Employees Association reporting
That it will stop its representation of employees in the
Placentia Library effective May 12, 2000.

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

**PROPERTY TAX
SHIFT REPORT**

Library Director reported that the Governor's May Budget Revision includes \$250 million for local governments to help offset some of the \$3.1 billion that was lost in the property tax shift to ERAF. This is a \$50 million increase over last year's augmentation. No action taken by Board of Trustees.

**FY2000-2001 BUDGET
PROCESS REVIEW**

Library Director presented a preview of the Fiscal Year 2000-2001 estimated revenues, expenditures, and capital projects. No action taken by Board of Trustees.

**LIBRARY BOARD
DEVELOPMENT
PROJECT**

Library Director reported that State Librarian Dr. Kevin Starr announced a new program for local library board development.

It was moved by Secretary Masters, seconded by Trustee Wood to approve the dates February 3, 2001, February 10, 2001; and January 27, 2001 as an alternate date; and to authorize the Library Director to request the service from CALTAC's Board Development Project Chair.

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

**FACIA BOARD
REPAIR**

Library Director reported that City Public Works Director, Chris Becker has advised that the facia board on the south side of the Library needs to be replaced.

It was moved by Secretary Masters, seconded by Trustee Wood to authorize signature of the contract document by the Library Director.

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

STAFF REPORTS

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

Program Committee Report for April, 2000.

Children's Services Report for April, 2000.

Placentia Library Literacy Services Report for April, 2000.

Placentia Library Web Site Report for April, 2000.

Publicity Materials produced for April, 2000.

Safety Committee Minutes for April, 2000.

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

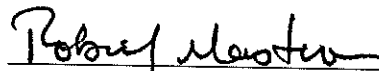
**AGENDA
PREPARATION**

No action taken on this item.

The June Regular Meeting will be held on June 21, 2000

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for May 24, 2000 adjourned at 8:50 P.M.


Robin J. Masters, Secretary