

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
MARCH 19, 1996**

CALL TO ORDER The Regular Meeting of the Placentia Library District Board of Trustees was called to order on March 19, 1996 at 7:37 P.M. by President Margaret Dinsmore.

ROLL CALL **Members Present:** President Margaret Dinsmore; Secretary Sandra Stark; Trustees Ray Evans, Robin Masters and Al Shkoler; and Library Director Elizabeth Minter.

Members Absent: None

Others Present: Principal Librarian Suad Ammar; Families for Literacy Coordinator Jeannine Walters, 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, Evans, Masters, Shkoler
NOES: None
ABSTAIN: None
ABSENT: None

MINUTES It was moved by Trustee Shkoler, seconded by Secretary Stark to approve the Minutes of the Regular Meeting of February 20, 1996 as presented.

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

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

BOARD PRESIDENT'S REPORT President Dinsmore reported that she and Trustee Shkoler had attended the California Association of Library Trustees and Commissioners (CALTAC) workshop on March 16, 1996. Dr. Kevin Starr, State Librarian, was the keynote speaker. Trustee Shkoler reported that Anne Lipow, Director of Library Solutions, presented information on Internet Implementation. President Dinsmore also reported that Library Consultant Beverly Simmons spoke about the Constitutional Revision Commission and its possible impact on libraries.

**FRIENDS OF THE
LIBRARY REPORT**

Library Director Minter reported that the Annual Author's Luncheon was very successful. She also reported that upcoming events will include the Annual Membership Meeting on April 15, 1996, a Volunteer Training/Orientation program scheduled for April 25, 1996, and the Friends Annual Book Sale which will be May 16-19, 1996. Director Minter also reported that the purchase agreement for the telephone answering and message system will be signed in the next several weeks.

**SPECIAL DISTRICT
WORKER'S
COMPENSATION
AUTHORITY
REPORT**

Secretary Stark reported that she has been elected as Secretary of the Special Worker's Compensation Authority Board of Directors.

CLAIMS

It was moved by Trustee Shkoler, seconded by Trustee Evans to approve Agenda Items 8 through 11: Nonstandard Claims in the amount of \$27,506.93; Claims forwarded by the Library Director in the amount of \$2,726.48; Current Claims and Payroll in the amount of \$58,132.10; and to authorize the transfer of \$50,000.00 from FUND 706 (Bond Redemption) to FUND 707 (General Fund) to be reversed in May, after the current secured property tax revenues have been received.

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

**FINANCIAL
REPORTS**

It was moved by Trustee Shkoler, seconded by Trustee Masters to receive and file Agenda Items 11 through 18: Financial Reports for February, 1996; County of Orange Investment Pool Portfolio Summaries, as prepared by Salomon Brothers Asset Management, Inc. for February, 1996; Office General Ledger & Check Registers for February, 1996; Acquisitions Report for February, 1996; Overdue Collection Report for February, 1996; Debit Card System Reimbursement Report for February, 1996; and Gifts Report for February, 1996.

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

**GENERAL CONSENT
CALENDAR**

Agenda Item 23, Review of Shared Maintenance Costs with the City of Placentia was deleted from the General Consent Calendar as the invoices from the City of Placentia had not yet been received.

It was moved by Trustee Shkoler, seconded by Secretary Stark to receive Agenda Items 19 through 23: Building Maintenance Report for February, 1996 (Receive & File); Personnel Report for February, 1996 (Receive, File, and Ratify Appointments); Volunteer Report for February, 1996 (Receive & File); and Circulation Report for February, 1996 (Receive & File).

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

**BUDGET AND
LEGISLATIVE
ACTIVITIES**

Library Director Minter reported on recent legislative updates received from Lobbyist Mike Belote of California Advocates. There was no Board Action taken on this item.

**DETERMINATION
OF VOTE FOR
ELECTION OF
SPECIAL DISTRICT
REPRESENTATIVE
TO THE LOCAL
AREA FORMATION
COMMISSION
(LAFCO)**

It was moved by Trustee Shkoler, seconded by Trustee Evans to authorize President Dinsmore to cast the District's vote for the Special District Representative to the Local Area Formation Commission (LAFCO) in favor of Dr. Robert Huntley.

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

**REVISION OF
LIBRARY
ORGANIZATION
CHART**

Library Director Minter discussed recommendations for reorganization of the Library Organization Chart. It was the consensus of the Board to continue this item to the April Meeting.

**REVIEW OF
FAMILIES FOR
LITERACY
PROGRAM**

Principal Librarian Ammar and Families for Literacy Coordinator Walters reported on the Families for Literacy program, including its history, current services offered by the program and number of families served. The Board discussed the merits of continuing the program as it currently operates and reapplying for the Families for Literacy Grant for Fiscal Year 1996-1997, or to incorporate the services offered into the Adult Literacy Program. It was the consensus of the Board to continue this item to the April Meeting.

STAFF REPORTS

It was moved by Secretary Stark, seconded by Trustee Shkoler to receive and file Agenda Items 28 through 34: Program Report for Month of February, 1996; Children's Services Report for Month of February, 1996; Publicity Materials produced for the Month of February, 1996; Placentia Library Literacy Services Report for Month of February, 1996; Families for Literacy Project Report for Month of February, 1996; Safety Committee Minutes for February, 1996, and Placentia Pride Committee Report for February, 1996.

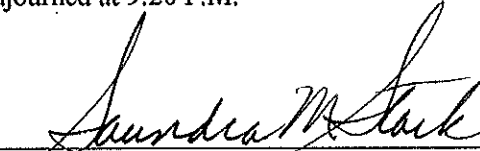
AYES: Dinsmore, Stark, Evans, Masters, Shkoler
NOES: None
ABSTAIN: None

**AGENDA
PREPARATION**

Review of Families for Literacy Program
Library Organization Chart

ADJOURNMENT

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



Sandra M. Stark, Secretary