

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
OCTOBER 17, 1994**

CALL TO ORDER

The Regular Meeting of the Placentia Library District Board of Trustees was called to order on October 17, 1994 at 7:33 P.M. by President Margaret Dinsmore.

ROLL CALL

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

Members Absent: Trustees Ray Evans and Al Shkoler

Others Present: Administrative Assistant Charlene Dumitru; Principal Librarian Suad Ammar; and Trustee-elect Robin Masters.

**ADOPTION OF
AGENDA**

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

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

Trustee Shkoler arrived at 7:36 P.M.

MINUTES

It was requested that some typographical errors in the Minutes be corrected.

It was moved by Trustee West, seconded by Secretary Stark that the Minutes of the Regular Meeting of the Board of Trustees of September 19, 1994, be approved as corrected.

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

**ORAL
COMMUNICATIONS**

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

**BOARD
PRESIDENT'S
REPORT**

President Dinsmore expressed appreciation for the 75th Anniversary Celebration held on October 16, 1994, and complimented Suad Ammar, Cheryl Willauer and all the Staff for their work in preparation for the event. President Dinsmore reported that the program went well and that the audience enjoyed seeing Huell Howser.

**FRIENDS OF THE
LIBRARY**

Library Director Minter reported that the Friends of the Library Booksale will be held November 3-6, 1994.

The Friends will be sending two representatives to the California Library Association Friends Day on November 10, 1994.

Library Director Minter also reported that the new shelving the Friends purchased for the Children's Department has been installed.

**LITERACY
VOLUNTEERS OF
AMERICA**

President Dinsmore referred to the Literacy Volunteers of America Report for the month of September as presented in the Board Packet.

**PLACENTIA
LIBRARY
FOUNDATION**

Trustee West reported that the formation of the Placentia Library Foundation was announced at the 75th Anniversary Celebration. Three inaugural donors were acknowledged at the Ceremony.

CLAIMS

It was moved by Trustee West, seconded by Trustee Shkoler to approve Agenda Items 9 through 11: Nonstandard Claims in the amount of \$0.00; Claims forwarded by Library Director in the amount of \$5,409.64; and Current Claims and Payroll in the amount of \$75,763.17.

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

**FINANCIAL
REPORT**

It was moved by Trustee West, seconded by Trustee Shkoler to approve Agenda Items 12 through 16: Financial Reports for September, 1994; Office General Ledger and Check Registers for September 1994; Overdue Collection Report for September, 1994; Vending machine report for September, 1994; and Gifts Report for September, 1994.

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

**GENERAL
CONSENT
CALENDAR**

It was moved by Trustee West, seconded by Secretary Stark to receive, file and approve Agenda Items 17 through 26: Building Maintenance Report for June, 1994 (Receive & File); Personnel Report for September, 1994 (Receive, File & Ratify Appointments); Volunteer Report for September, 1994 (Receive & File); Circulation Report for September, 1994 (Receive & File); Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority (Receive & File); Annual Report of Financial Transactions of Special Districts, Fiscal Year 1993-1994 (Receive & File); Fiscal Year 1994-1995 Audit of Financial Transactions Management Letter (Receive & File); Transmittal of the Meeting Room Policy as revised September 19, 1994 (Receive & File); Transmittal of the Conflict of Interest Code as revised September 19, 1994 (Receive & File); Submission of the 321 Grant (California Department of Education for Adult Literacy Program) General Assurances Documents for Fiscal Year 1994-1995 (Receive & File).

AYES: Dinsmore, Stark, Shkoler, West
✓ NOES: None
ABSTAIN: None
ABSENT: Evans

LSCA TITLE II

It was moved by Trustee Shkoler, seconded by Trustee West to Receive and File status report submitted by Dan L. Rowland and Associates, AIA, Inc. Architecture and Planning on the LSCA Title II handicapped accessibility remodeling project of the Library.

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

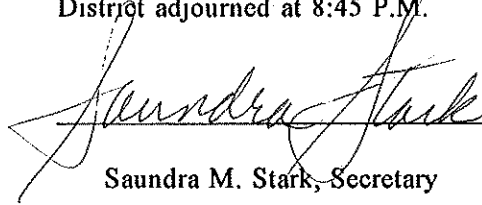
STAFF REPORTS

It was moved by Trustee West, seconded by Trustee Shkoler to receive and file Agenda Items 29 through 35: Program Report for the Month of September, 1994; Children's Services Report for the Month of September, 1994; Acquisitions Report for September, 1994; Publicity Materials produced for the Month of June 1994; Placentia Library Literacy Services Report for the Month of September, 1994; Families for Literacy Project Report for the Month of September, 1994; and Placentia Pride Committee Report for the Month of September, 1994.

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

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library
District adjourned at 8:45 P.M.



Sandra M. Stark, Secretary