

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
November 15, 2000**

CALL TO ORDER

The Regular Meeting of the Placentia Library District Board of Trustees was called to order on November 15, 2000 at 7:30 P.M. by President Shkoler.

ROLL CALL

Members Present: President Al Shkoler, Secretary Masters, Trustees Peggy Dinsmore, Sandra Stark, Gaeten Wood; and Library Director Elizabeth Minter.

Members Absent: None

Others Present: Library Clerk II Estella Wnek and Public Services Manager Jim Roberts.

**ADOPTION OF
AGENDA**

It was moved by Trustee Dinsmore, seconded by Secretary Masters to adopt the Agenda as printed.

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

MINUTES

It was moved by Trustee Wood, seconded by Trustee Stark to approve the Minutes of the October 18, 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**

President Shkoler reported that he attended the Placentia Civic Center Authority Meeting on November 14, 2000. This meeting is listed on the Agenda as a separate action item.

President Shkoler and the Board of Trustees thanked Secretary Robin Masters for his honorable service to the Placentia Library District and presented him with a pair of Library Bookends.

Friends President Pat Irot thanked Secretary Masters for his commendable service to the Placentia Library and community, and presented him with a plaque.

TRUSTEE REPORTS

No report at this time.

**LIBRARY
DIRECTOR'S
REPORT**

Library Director reported that Cyrise Smith, Children's Librarian has been selected to participate in the Rotary International Group Study Exchange visit to Australia in March 2001.

Library Director reported that the Friends Booksale on November 12, 2000 went very well. The Friends made approximately \$400.

**FOUNDATION
REPORT**

Foundation President Gaeten Wood reported the Donor Reception on December 1, 2000 was a great success.

CLAIMS

It was moved by Trustee Wood, seconded by Secretary Masters to approve Agenda Items 10 through 13:

Nonstandard Claims in the amount of \$0.00

Claims 3982, 3983, 3984, and 3985 forwarded by the Library Director for a total of \$9,935.03.

Current Claims 3989, 3990, 3991, 3992, 3993, 3994, and 3995 for \$18,116.13; and Payroll Claims 3986 for \$24,513; 3987 for \$24,513.00; and 3988 for \$24,513.00 for a combined total of \$91,655.13.

FY2000-2001 Cash Flow Analysis through October 18, 2000 and recommendation that no funds be transferred at this time.

**FINANCIAL
REPORTS**

It was moved by Trustee Dinsmore, seconded by Trustee Wood to receive and file Agenda Items 14 through 19:

Financial Reports for October, 2000

Office General Ledger & Check Registers for October, 2000

Acquisitions Report for October, 2000

Overdue Collection Report for October, 2000

Debit Card System Reimbursement Report for October, 2000

Gifts Report for October, 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 20-26a:

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

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

Volunteer Report for October 2000 (Receive & File)

Circulation Report for October 2000 (Receive & File)

Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of October 3, 2000

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)

Fiscal Year 1999-2000 Report on Audit of Financial Statements For Placentia Library District as prepared by Munson, Cronick & Associates (Receive & File)

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

**OFFICER TERM
LIMITS**

The Trustees discussed changing the two (2) consecutive one-year term limit for officers of the Placentia Library District. This item was deferred to the Regular Board Meeting on December 20, 2000.

**REUPHOSTERY
PROJECT**

It was moved by Trustee Stark, seconded by Secretary Masters to authorize payment from Fund 702, Major Equipment/Structure, of an amount not to exceed \$12,500 for re-upholstery project approved by the Library Board of Trustees on September 15, 1999, as revised January 20, 2000.

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

SECURITY SYSTEM

It was moved by Trustee Wood, seconded by Secretary Masters to approve staff to solicit bids to acquire a security/surveillance system for the Library and check into systems at other libraries, and to bring the proposal back to the Library Board if the bid exceeds \$3,500.

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

PLACENTIA ART ASSOCIATION EXHIBITS

It was moved by Trustee Stark, seconded by Secretary Masters to authorize staff to continue coordinating the display of Placentia Art Association items in the Library until a formal agreement is signed by the Placentia Library District and the Placentia Art Association; and authorize staff to represent the Library in developing a formal agreement for exhibits between the Placentia Library District and the Placentia Art Association, to be formally approved by both agencies.

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

STAFF REPORTS

It was moved by Secretary Masters, seconded by Trustee Wood to approve Agenda Items 32-37:

Program Committee Report for October, 2000.

Children's Services Report for October, 2000.

Placentia Library Literacy Services Report for October, 2000.

Placentia Library Web Site Report for October, 2000.

Publicity Materials produced for October, 2000.

Safety Committee Minutes for October, 2000.

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

The December Regular Meeting will be held on December 20, 2000.

AGENDA PREPARATION

No action taken on this item.

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for November 15, 2000 adjourned at 8:54 P.M.

A handwritten signature in cursive script, appearing to read 'Al Shkoler', is written above a horizontal line.

Al Shkoler, President

