

**MINUTES  
PLACENTIA LIBRARY DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
June 16, 1999**

**CALL TO ORDER**

The Regular Meeting of the Placentia Library District Board of Trustees was called to order on June 16, 1999 at 7:32 P. M. by President Al Shkoler.

**ROLL CALL**

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

**Members Absent:** Trustee Margaret (Peggy) Dinsmore

**Others Present:** Principal Librarian Suad Ammar; Friend's Representative Ted Farkas; and Administrative Assistant Wendy Goodson.

**ADOPTION OF  
AGENDA**

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

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

**MINUTES**

It was moved by Secretary Masters, seconded by Trustee Stark to approve the Minutes of the May 19, 1999 Regular Meeting as printed.

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

**ORAL  
COMMUNICATIONS**

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

**PRESIDENT'S  
REPORT**

President Shkoler reported that he sent out the Placentia Library District to all employees and 50% have returned the surveys. He also attended the City Council Worksession with Elizabeth D. Minter on June 1, 1999.

**TRUSTEE REPORTS**

None

**FRIENDS REPORT**

Friends Representative Ted Farkas reported the current Friends balance is \$10,639. These funds were allocated for replacement CD-ROM display cabinets and books on tape. Also, Friends representatives are assisting with the Summer Reading Program classroom visits.

**CLAIMS**

It was moved by Secretary Masters, seconded by Trustee Stark to approve Agenda Items 8 through 10:

Nonstandard Claims in the amount of \$0.00  
Claims 3757 and 3758, forwarded by the Library Director in the amount of \$6,848.50.

Current Claims of \$55,604.98 and Payroll Claims 3770, 3771, and 3772, in the amount of \$64,140.00 for a total of \$119,744.98.

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

It was moved by Secretary Masters, seconded by Trustee Stark to receive and file Agenda Item 11.

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

**FINANCIAL REPORTS**

It was moved by Trustee Stark, seconded by Secretary Masters to receive and file Agenda Items 12 through 17:

Financial Reports for May, 1999

Office General Ledger & Check Registers for May, 1999

Acquisitions Report for May, 1999

Overdue Collection Report for May, 1999

Debit Card System Reimbursement Report for May, 1999

Gifts Report for May, 1999

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

**GENERAL CONSENT CALENDAR**

It was moved by Trustee Stark, seconded by Trustee Wood to receive and file Agenda Items 18 to 28:

Building Maintenance Report for May, 1999 (Receive & File)

Personnel Report for May, 1999 (Receive, File)

and Ratify Appointments)

Volunteer Report for May, 1999 (Receive & File)

Circulation Report for May, 1999 (Receive & File)

Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of May 10, 1999. (Receive & File)

Strategic Planning Report (Receive & File)

Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority (Receive & File)

Legislative information from California Advocates, California Special Districts Association (CSDA), and the California Library Association (CLA) (Receive & File)

Notice of the nomination and election process for the Special District Workers Compensation Authority (Receive & File)

"Response to request for project information" submitted to the City of Placentia on May 25, 1999. (Receive & File)

Notification from Nationwide Retirement Solutions that the Morley Stable Value Retirement Fund is not available to be Added to the District Section 457 Deferred Compensation Plan. (Receive & File and Ratify Application signed by the Library Director on May 25, 1999.)

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

**LIBRARY REVENUE  
ISSUES AND  
FEASIBILITY OF  
LIBRARY PARCEL  
TAX BALLOT ISSUE**

Library Director reported that a cap may happen if the most recently proposed version of the ERAF reversal referendum is passed by the voters. Also, a one-time Library augmentation of \$20 million dollars may happen but there is uncertainty on how these funds would be distributed.

The Staff is monitoring the progress of the Public Library Fund in the State Budget.

Passport Agency income surpassed \$4,000 for the month of May.

**FISCAL YEAR 1999-  
2000 BUDGET**

Library Director reported on the Revenue and Expenditure Estimates for Fiscal Year 1999-2000.

It was moved by Trustee Stark, seconded by Secretary Masters to continue the spending authorization of the Fiscal Year 1998-1999 Budget until August 31, 1999 pending adoption of the State Budget.

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

It was moved by Trustee Stark, seconded by Secretary Masters to read Resolution 99-1, A Resolution of the Board of Trustees of the Placentia Library District of Orange County Establishing the Salaries for Employees of the Placentia Library District of Orange County.

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

It was moved by Secretary Masters, seconded by Trustee Wood to adopt Resolution 99-1.

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

It was moved by Secretary Masters, seconded by Trustee Wood to read Resolution 99-2, A Resolution of the Board of Trustees of the Placentia Library District of Orange County Establishing the District Holiday and Library Closure Schedule for Calendar Years 1999-2000.

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

It was moved by Secretary Masters, seconded by Trustee Wood to adopt Resolution 99-2

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

It was moved Secretary Masters, seconded by Trustee Stark to continue discussion of the Fiscal Year 999-2000 Budget to the July Regular Board Meeting.

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

**PARTICIPATION IN  
CALIFORNIA  
LIBRARY  
ASSOCIATION'S  
LEGISLATIVE DAY**

Defer discussion to the July Regular Board meeting.

**POLICY FOR USE OF  
CHECKS FOR  
PASSPORT  
APPLICATIONS**

It was moved by Secretary Masters, seconded by Trustee Wood to adopt recommended policy of providing applicants who cannot provide a personal check or money order with Placentia Library District County Exempt checks issued to "Passport Services" for a check fee of \$1.00. The District's processing fee and check fee may be paid by cash, credit card, or personal check.

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

**STAFF REPORTS**

It was moved by Trustee Wood, seconded by Secretary Masters to approve Agenda Items 33-39:

Placentia Library Web Site Development Report for May, 1999.

Program Committee Report for May, 1999

Children's Services Report for May, 1999

Publicity Materials produced in May, 1999

Placentia Library Literacy Services Report for May, 1999

Safety Committee Minutes for May, 1999

Report on Y2K Preparations for May, 1999

AYES: Masters, Shkoler, Stark, Wood  
NOES: None

ABSTAIN: None  
ABSENT: Dinsmore

**PERFORMANCE  
REVIEW FOR  
LIBRARY  
DIRECTOR**

It was moved by Trustee Stark, seconded by Secretary Masters to approve a closed session pursuant to California Government Code Section 54957 to discuss the performance evaluation of the Library Director, a personnel matter.

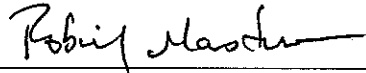
AYES: Masters, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: Dinsmore

**AGENDA  
PREPARATION**

No action was taken on this item.

**ADJOURNMENT**

The Regular Meeting of the Board of Trustees of the Placentia Library District for June 16, 1999 adjourned at 10:40 P.M.



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Robin J. Masters, Secretary