

## AGENDA






PLACENTIA LIBRARY DISTRICT  
BOARD OF TRUSTEES  
UNUSUAL DATE MEETING

Wednesday, September 10, 2014  
6:30 P.M.  
History Room

*The Vision of the Placentia Library District is to inspire exploration, open minds and bring people together.*

The Purpose of the Placentia Library District is to provide services and materials to our ever changing and diverse community.

To accomplish this goal the Library will:

-  Provide a qualified staff to acquire, organize, and maintain a collection of print and non-print materials in an easily accessible facility and assist the public with its use.
-  Provide literacy outreach and services to the community.
-  Provide a special collection to document and preserve Placentia's History and Authors.
-  Present programs and provide technology access to everyone in order to promote reading and lifelong learning.
-  Promote the Library's vision through consistent messages to the public.

**AGENDA DESCRIPTIONS:** *The Agenda descriptions are intended to give members of the public notice and a general summary of items of business to be transacted or discussed. The Board may take any action which it deems to be appropriate on the Agenda and is not limited in any way by the notice of the recommended action.*

**REPORTS AND DOCUMENTATION:** *Reports and documentation relating to Agenda items are on file in the Administrative Office and the Reference Department of Placentia Library District, and are available for public inspection. A copy of the Agenda packet will be available for use during the Board Meetings. Any person having any question concerning any Agenda item may call the Library Director at 714-528-1925, Extension 200.*

**PLEDGE OF ALLEGIANCE**      Library Board President

**CALL TO ORDER**

1. Call to Order      Library Board President
2. Roll Call      Recorder
3. Adoption of Agenda

*This is the opportunity for Board members to delete items from the Agenda, to continue items, to re-order items, and to make additions pursuant to Government Code Section 54954.2(b).*

Presentation:      Library Director  
Recommendation:      Adopt by Motion

4. Oral Communications  
*Members of the public may address the Library Board of Trustees on any matter within the jurisdiction of the Board. Presentations by the public are limited to 5 minutes per person. Members of the public are also permitted to address the Library Board of Trustees on specific Agenda Items before and at the time that an Item is being considered by the Board. Action may not be taken on items not on the Agenda except in emergencies or as otherwise authorized. Reference: California Government Code Sections 54954.3, 54954.2(b).*

**TRUSTEE & ORGANIZATIONAL REPORTS**

5. Board President Report - oral  
*The President makes announcements of general interest to the community and the Library Board of Trustees as well as conducting any ceremonial matters.*
6. Trustee Reports  
*The Trustees make announcements of general interest to the community and the Library Board of Trustees, and report on meetings attended on behalf of the Board of Trustees.*
7. Library Director Report
8. Placentia Library Friends Foundation Board of Director's Report

**CONSENT CALENDAR (Items 9 – 24)**

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 9 – 24 may be considered together as one motion to approve the Consent Calendar. Items may be removed for individual consideration before the Consent Calendar is adopted. Items removed must then each have a separate motion.*

**MINUTES (Item 9)**

9. Minutes of the July 21, 2014 Library Board of Trustees Meeting. (Receive & File and Approve)

**CLAIMS (Items 10 – 13)**

10. Nonstandard Claims in excess of \$300. (Receive & File and Approve)
11. Claims forwarded by the Library Director and Library Trustees. (Receive & File and Approve)
12. Current Claims and Payroll. (Receive & File and Approve)
13. FY2013-2014 Cash Flow Analysis through July 2014; the Schedule of Anticipated Property Tax Revenues for FY2013-2014 as provided by the Orange County Auditor. (Receive & File).

**TREASURER'S REPORTS (Items 14 – 17)**

14. Financial Reports for July 2014 for Placentia Library District Accounts on Deposit with the Orange County Treasurer. (Receive & File)
15. Balance Sheet for July 2014. (Receive & File)
16. Acquisitions Report for July 2014. (Receive & File)

17. Entrepreneurial Activities Report for July 2014. (Receive & File)

**GENERAL CONSENT REPORTS (Items 18 – 20)**

18. Personnel Report for July 2014. (Receive, File, and Ratify Appointments)
19. Circulation Report for July 2014. (Receive & File)
20. Review of Shared Maintenance Costs with the City of Placentia under the JPA. (Receive & File)

**STAFF REPORTS (Items 21 – 24)**

21. Library Director's Report for July 2014.
22. Children's Services Report for July 2014.
23. Adult Services Report for July 2014.
24. Placentia Library Web Site & Technology Report for July 2014.

**CONTINUING BUSINESS**

25. Click Consulting will present progress on District's website.
26. Adopt ipad Borrowing Policy and Borrower Agreement as presented.

**NEW BUSINESS**

27. Approve the Request for Proposal for Auditing Services as presented.
28. Authorize Resolution 15-03 of the Board of Trustees of the Placentia Library District of Orange County.
29. Travel Authorization for the Library Director to attend the California Library Association conference in Oakland, November 7 – 9, 2014.
30. Authorize Brea Electric to replace all the can lighting fixtures in the public and lobby area.

**DISCUSSION ITEM**

31. Discuss if Placentia Library District is interested in participating in the Downtown Street Banner Program.

**ADJOURNMENT**

32. Agenda Preparation for the October Date Meeting which will be held on Monday, October 20, 2014 unless re-scheduled by the Library Board of Trustees.
33. Review of Action Items.  
*No action or discussion shall be taken on any item not appearing on the posted Agenda, unless authorized by law.*
34. Adjourn

\*\*\*\*\*CERTIFICATION OF POSTING\*\*\*\*\*

I, Diane Warner, Administrative Assistant of the Placentia Library District, hereby certify that the Agenda for the September 10, 2014 Unusual Date Meeting of the Library Board of Trustees of the Placentia Library District was posted on September 5, 2014

  
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Diane Warner, Administrative Assistant